

RG 104, 8KRA - 104 - 84 -
032 & 8KRA - 104 - 84- 044

Organizational Charts of the U.S. Mint -
Denver, 1920 - 1940. Copy of Certified
Contract for U.S. Mint, 1902.

RG 104 Records of the U.S. Mint-Denver

Organizational Charts of the
U.S. Mint-Denver 8KRA-104-84-032

1920-40

Copy of Certified Contract
for U.S. Mint. 1902 - ~~Entry 8~~

8KRA-104-84-044

Box No. 1

Organizational Charts of U.S.
mint

SUPERINTENDENT

PRIVATE SECRETARY

1800

CHIEF CLERK

ASSISTANT
PRIVATE SECRETARY2300
1620COINING DEPARTMENT
SUPERINTENDENT

CLERK 2400

PRESS ROOM	
FOREMAN	7.95
DIE SETTERS (2)	6.00
SKILLED WORKMEN	6.15
HELPER	5.55
HELPERS EMERGENCY (6)	5.00
ROLLING ROOM	
FOREMAN	7.00
ASSISTANT FOREMAN	6.50
HELPERS (2)	5.55
HELPERS EMERGENCY (2)	5.00
WHITENING & ANNEALING RM.	
FOREMAN	7.00
ASSISTANT FOREMAN	6.50
HELPER-EMERGENCY	5.00
WEIGHING & ADJUSTING ROOM.	
FOREMAN	7.00
HELPER - EMERGENCY	5.00

MELTING & REFINING DEPARTMENT
SUPERINTENDENTCLERK 2500
CLERK 1920
HELPER 5.55

MAKEUP DIVISION	
HELPER EMERGENCY	5.00
INGOT MELTING DIVISION	
FOREMAN	7.65
HELPERS EMERGENCY (16)	5.00
REFINERY DIVISION	
FOREMAN	2600
SKILLED WORKMAN	6.65
HELPERS (4)	5.41
HELPERS EMERGENCY (5)	5.00
HELPERS (2)	6.15
HELPER (MELTER)	6.15
REFINERY MELTING ROOM	
FOREMAN	7.65
HELPERS-EMERGENCY (4)	5.00

ASSAY DEPARTMENT

ASSAYER

WEIGHING DIVISION	
ASSISTANT ASSAYER	3200
JUNIOR ASSAYERS (5)	6.60
CUPEL FURNACE ROOM	
FOREMAN	7.00
HELPER EMERGENCY	5.00
LABORATORY	
JUNIOR ASSAYER	VACANT

OPERATION & MAINTENANCE
SUPERINTENDENT MACHINERY & BUILDING

SCALE REPAIRER	7.95
DIE, GAGE & TOOL MAKERS (2)	6.25
ELECTRICAL MACHINISTS (3)	6.00
SKILLED WORKMAN (2)	6.15
FIREMAN	6.15
BLACKSMITH	6.00
MECHANIC CARPENTER	7.00
CLASSIFIED LABORER	5.55
HELPERS EMERGENCY (2)	5.04
HELPERS (2)	5.55
LEAD BURNER	6.00
SKILLED LABORER	5.55
SHEET METAL WORKER - EMERGENCY	5.50
STOREKEEPER	1380
CHECKING CLERK - EMERGENCY	5.50
ELEVATOR OPERATOR	1380
LABORER HEAD JANITOR	5.15
LABORER JANITORS (3)	4.48
LABORER JANITOR-EMERGENCY	4.25

GENERAL DEPARTMENT
(CHIEF CLERK)ASSISTANT 2300
PRIVATE SECRETARY 1620

CASHIER'S DIVISION

CASHIER	3100
ASSISTANT CASHIER	2600
WARRANT CLERK	1800
CALCULATING CLERK	1620
BOOKKEEPING DIVISION	
BOOKKEEPER	2600
CALCULATING CLERK-EMERGENCY	1800
ABSTRACT CLERK	1500
LICENSE & FILES DIVISION	
STENO-TYPIST	1440
HELPER - EMERGENCY	5.00
DEPOSIT RECEIVING ROOM	
WEIGH CLERK	2500
CLERK	1620
HELPER	5.00
HELPER EMERGENCY	5.00
DEPOSIT MELTING ROOM	
FOREMAN	7.65
MELTERS (3)	6.15
CUSTODIAL DIVISION	
CAPTAIN OF THE GUARD	1800
DOORKEEPER	1560
GUARDS - REGULAR (6) ?	1680
GUARDS - EMERGENCY (18) ?	1680
TELEPHONE OPERATOR	1500

Organization Chart
U.S. Mint
Denver

April 1938

ASSAY DEPARTMENT

ASSAYER

WEIGHING DIVISION		
ASSISTANT ASSAYER		3200
JUNIOR ASSAYERS	(2)	7.00
JUNIOR ASSAYERS	(2)	6.50
JUNIOR ASSAYER		6.00
CUPEL FURNACE ROOM		
FOREMAN		7.00
HELPER EMERGENCY		5.00 ✓
LABORATORY		
JUNIOR ASSAYER	VACANT	

OPERATION & MAINTENANCE SUPERINTENDENT MACHINERY & BUILDING

SCALE REPAIRER		7.95
DIE, GAGE & TOOL MAKER		6.50
DIE, GAGE & TOOL MAKER		6.00
ELECTRICAL MACHINISTS	(3)	6.00
SKILLED WORKMAN		6.15
FIREMAN		6.15
BLACKSMITH		6.00
MECHANIC CARPENTER		7.00
CLASSIFIED LABORER		5.55
HELPER EMERGENCY	(2)	5.00
LEAD BURNER		6.00
SKILLED WORKMAN		6.15
HELPERS	(2)	5.55
SKILLED LABORER		5.55
SHEET METAL WORKER EMERGENCY		5.50
HELPERS EMERGENCY	(32) (24)	5.00
STOREKEEPER		1380
CHECKING CLERK EMERGENCY		5.50
ELEVATOR OPERATOR		1380
LABORER - HEAD JANITOR		5.15
LABORER - JANITORS	(2)	4.80
LABORER - JANITOR		4.80
LABORER - JANITOR EMERGENCY		4.25

GENERAL DEPARTMENT

CASHIER'S DIVISION

CASHIER	3100
ASSISTANT CASHIER	2600
WARRANT CLERK	1800
CALCULATING CLERK	1620
BOOKKEEPING DIVISION	
BOOKKEEPER	2600
CALCULATING CLERK - EMERGENCY	1800 ✓
ABSTRACT CLERK	1500

LICENSE AND FILES DIVISION

STENO-TYPIST	1440
HELPER - EMERGENCY	5.00 ✓
DEPOSIT RECEIVING ROOM	
WEIGH CLERK	2500
CLERK	1620
HELPER	5.00
HELPER EMERGENCY	5.00 ✓

DEPOSIT MELTING ROOM

FOREMAN	7.65
MELTERS	6.15 (3)

CUSTODIAL DIVISION

CAPTAIN OF THE GUARD	1800
DOOR KEEPER	1560
GUARDS REGULAR	1680 (6)
GUARDS - EMERGENCY	1680 (18)
TELEPHONE OPERATOR	1500

960
425
3) 1385
448

1400
1300
5) 330
660

130
27) 130
135
500

COINING DEPARTMENT
SUPERINTENDENT

CLERK 2400

FOREMAN PRESS ROOM	\$7.95	.
DIE SETTERS (2)	6.00	..
SKILLED WORKMEN	6.15	.
HELPER	5.55	.
HELPER EMERGENCY (5) (6)	5.00	✓ ✓ ✓ ✓ ✓ 6
FOREMAN ROLLING ROOM	7.00	.
ASS'T. FOREMAN	6.50	.
HELPERS (2)	5.55	..
HELPERS EMERGENCY (2)	5.00	✓ ✓ 2
FOREMAN WHITENING & ANNEALING RM.	7.00	.
ASSISTANT FOREMAN	6.50	.
HELPER EMERGENCY	5.00	✓ 1
WEIGHING & ADJUSTING ROOM		
SEXEXREXREX	x7x25x	
FOREMAN	7.00	.
HELPER EMERGENCY	5.00	✓ 1

(14)

1/10

MELTING & REFINING DEPARTMENT
SUPERINTENDENT

CLERK 2500
CLERK 1920
HELPER 5.55

MAKEUP DIVISION

~~SKILLED WORKMAN~~
HELPER EMERGENCY \$5.00 ✓
INGOT MELTING DIVISION
FOREMAN 7.65
HELPER EMERGENCY (12) (16) 5.00 16
REFINERY DIVISION
FOREMAN 2600

~~FOREMAN OF GOLD CELLS~~
(SKILLED WORKMAN) 6.65
HELPERS EMERGENCY (5) 5.00 (HELPERS 3 @ 5.55 ... 1 @ 5.00 ...)

~~FOREMAN SILVER CELLS~~
(HELPER) 6.15
HELPERS (1 MELTER) (2) 6.15
~~HELPERS EMERGENCY 5.00~~

REFINERY MELTING ROOM
FOREMAN 7.65
HELPERS EMERGENCY (4) 5.00 ✓ 4

(15)

(26)

1665
558
31.65
5.41

SUPERINTENDENT
PRIVATE SECRETARY

GENERAL DEPARTMENT
CHIEF CLERK

CLERK	VACANT
CLERK-STENOGR	1620
CLERK	1440
HELPER	5.55

ASSAY DEPARTMENT
ASSAYER

ASSISTANT ASSAYER	2600
ASSAYERS ASSISTANT	VACANT
CLERK	VACANT

COINING DEPARTMENT
SUPERINTENDENT

CLERK	2400
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MELTING & REFINING DEPT
SUPERINTENDENT

CLERK	2500
CLERK	VACANT
HELPER	5.00

BOOKKEEPERS DIVISION

BOOKKEEPER	2600
CLERK-ABSTRACT	VACANT
CLERK	1620
HELPER-EMERG.	5.00

CASHIERS DIV.

CASHIER	3100
ASSISTANT CASHIER	2300
CLERK-WARRANT	1620
HELPERS-EMERG-CLER&WEIGH 4	5.00
FOREMAN-CHECKER	2600
HELPERS-SUPERVISORY 2	5.00
HELPERS-COMPUTERS-EMERG. 2	5.00
HELPERS-BULLION&COIN HAND-EM 45	5.00
SKILLED MACHINIST-WEIGHER-EMERG	6.00

RECEIVING DIV.

CLERK-WEIGH	2500
CLERK	1980
CLERK	1440
HELPERS-EMERG. 3	5.00

DEPOSIT MELTING DIV.

FOREMAN	7.65
MELTERS 2	6.15
SKILLED LABORER	5.00

AFFIDAVIT & LICENSE DIV.

HELPER-CLERICAL-EMERG.	5.00
STENO-TYPIST	1440

OPERATION & MAINTENANCE

SUPERINTENDENT OF MACHINERY	2900
SCALE REPAIRER	7.95
SK. WORK.-MACHINIST	7.00
SK. WORK.-ELECTRICIANS 2	5.57
FIREMAN	6.15
SKILLED WORK.-BLACKSMITH	5.55
SKILLED LABOR.-CARPENTER	5.55
SKILLED LABORER-FIREMAN	5.55
HELPERS-MECHANICS-EMERG. 3	5.38
MACHINIST	VACANT

WEIGHING DIVISION

JUNIOR ASSAYERS 3	AV. 6.67
JUNIOR ASSAYER	VACANT
JUNIOR ASSAYERS-EMERG. 2	6.00

LABORATORY DIV.

JUNIOR ASSAYER	6.15
HELPER-SAMPLER	5.55
HELPERS-EMERG. 2	AV. 5.00

PRESS ROOM DIVISION

FOREMAN	7.95
SKILLED WORKMEN 3	AV. 6.43
HELPER	5.00
HELPERS-EMERG 9	5.00

ROLLING ROOM DIV.

FOREMAN	7.00
HELPERS 3	5.55
SKILLED LABORER	5.00
HELPERS-EMERG. 14	5.00

WEIGHING & ADJUST. DIV.

HELPER	5.95
ASST. SCALE REPAIRER-EMERG.	5.00
HELPERS-EMERG 2	5.00

WHITENING & ANNEALING DIV.

FOREMAN	7.00
HELPER	5.55
HELPERS-EMERG. 2	5.00

MAKE-UP DIVISION

FOREMAN	VACANT
SKILLED WORKMAN	6.15
HELPERS-EMERG. 2	5.00

INGOT MELTING DIV.

FOREMAN	7.65
MELTERS 2	6.15
HELPERS-MELTERS 3	AV. 5.75
HELPERS-MELTERS-EMERG. 3	5.00
HELPERS-EMERG. 8	5.00

REFINERY DIV.

NOT IN OPERATION

COIN MELTING DIV.

FOREMAN	7.35
SKILLED WORKMAN	6.15
HELPERS-MELTERS-EMERG 3	5.00
HELPERS-EMERG. 5	5.00

GENERAL DEPARTMENT-CONTINUED-
STORES DIVISION

STOREKEEPER	VACANT
WATCHMAN-STOREKEEPER	1380
HELPERS-EMERG. 2	5.00

CUSTODIAL DIV.

CAPTAIN OF THE WATCH	1680
DOORKEEPER	1440
SKILLED LABORER-WATCHMAN	5.00
HELPER-WATCHMAN	5.55
WATCHMEN 7	AV. 1337
WATCHMEN-EMERG. 6	5.00
TELEPHONE OPERATOR	1440
WATCHMAN-ELEVATOR OPERATOR	1380
ELEVATOR OPERATOR	VACANT
LABORER-HEAD JANITOR	5.15
LABORERS-JANITORS 2	4.80
LABORERS-EMERG. 2	4.25

ORGANIZATION CHART

UNITED STATES MINT

DENVER - COLORADO

SUPERINTENDENT

PRIVATE SECRETARY

1800

CHIEF CLERK

ASSISTANT

2300

PRIVATE SECRETARY

1620

COINING DEPARTMENT
SUPERINTENDENT

CLERK 2400

FOREMAN PRESS ROOM		\$7.95
DIE SETTERS (2)		6.00
SKILLED WORKMEN		6.15
HELPER		5.55
HELPER EMERGENCY (5)		5.00
FOREMAN ROLLING ROOM		7.00
ASS'T. FOREMAN		6.50
HELPERS (2)		5.55
HELPERS EMERGENCY (2)		5.00
FOREMAN WHITENING & ANNEALING RM.		7.00
ASSISTANT FOREMAN		6.50
HELPER EMERGENCY		5.00
WEIGHING & ADJUSTING ROOM		
86XXRXRXXRXX	XX	25X
FOREMAN		7.00
HELPER EMERGENCY		5.00

MELTING & REFINING DEPARTMENT
SUPERINTENDENT

CLERK 2500
CLERK 1920
HELPER 5.55

MAKEUP DIVISION		
SKILLED WORKMAN		
HELPER EMERGENCY		\$5.00
INGOT MELTING DIVISION		
FOREMAN		7.65
HELPER EMERGENCY (12)		5.00
REFINERY DIVISION		
FOREMAN		2600
FOREMAN OF GOLD CELLS		
(SKILLED WORKMAN)		6.65
HELPERS EMERGENCY (5)		5.00
FOREMAN SILVER CELLS		
(HELPER)		6.15
HELPERS (1 MELTER) (2)		6.15
HELPERS EMERGENCY		5.00
REFINERY MELTING ROOM		
FOREMAN		7.65
HELPERS EMERGENCY (4)		5.00

ASSAY DEPARTMENT

ASSAYER

WEIGHING DIVISION		
ASSISTANT ASSAYER		3200
JUNIOR ASSAYERS	(2)	7.00
JUNIOR ASSAYERS	(2)	6.50
JUNIOR ASSAYER		6.00
CUPEL FURNACE ROOM		
FOREMAN		7.00
HELPER EMERGENCY		5.00
LABORATORY		
JUNIOR ASSAYER	VACANT	

OPERATION & MAINTENANCE

SUPERINTENDENT MACHINER & BUILDING

SCALE REPAIRER		7.95
DIE, GAGE & TOOL MAKER		6.50
DIE, GAGE & TOOL MAKER		6.00
ELECTRICAL MACHINISTS	(3)	6.00
SKILLED WORKMAN		6.15
FIREMAN		6.15
BLACKSMITH		6.00
MECHANIC CARPENTER		7.00
CLASSIFIED LABORER		5.55
HELPER EMERGENCY	(2)	5.00
LEAD BURNER		6.00
SKILLED WORKMAN		6.15
HELPERS	(2)	5.55
SKILLED LABORER		5.55
SHEET METAL WORKER EMERGENCY		5.50
HELPERS EMERGENCY	(32)	5.00
STOREKEEPER		1380
CHECKING CLERK EMERGENCY		5.50
ELEVATOR OPERATOR		1380
LABORER - HEAD JANITOR		4.00
LABORER - JANITORS	(2)	4.00
LABORER - JANITOR		4.25
LABORER - JANITOR EMERGENCY		4.25

GENERAL DEPARTMENT

CASHIER'S DIVISION

CASHIER		3100
ASSISTANT CASHIER		2600
WARRANT CLERK		1800
CALCULATING CLERK		1620
BOOKKEEPING DIVISION		
BOOKKEEPER		2600
CALCULATING CLERK EMERGENCY		1800
ABSTRACT CLERK		1500
LICENSE AND FILES DIVISION		
STENO-TYPIST		1440
HELPER EMERGENCY		5.00
DEPOSIT RECEIVING ROOM		
WEIGH CLERK		2500
CLERK		1620
HELPER		5.00
HELPER EMERGENCY		5.00
DEPOSIT MELTING ROOM		
FOREMAN		7.65
MELTERS	(3)	6.15
CUSTODIAL DIVISION		
CAPTAIN OF THE GUARD		1800
DOOR KEEPER		1560
GUARDS REGULAR	(6)	1680
GUARDS EMERGENCY	(18)	1680
TELEPHONE OPERATOR		1500

the said party of the second part until every part of the work to the point of advancement reached—on account of which payment is claimed—shall be found to be satisfactorily supplied and executed in every particular and any and all defects therein remedied to the entire satisfaction of the said party of the first part.

The party of the second part expressly warrants that he has employed no third person to solicit or obtain this contract in his behalf, or to cause or procure the same to be obtained upon compensation in any way contingent, in whole or in part, upon such procurement; and that he has not paid, or promised or agreed to pay, to any third person, in consideration of such procurement, or in compensation for services in connection therewith, any brokerage, commission, or percentage upon the amount receivable by him hereunder; and that he has not, in estimating the contract price demanded by him, included any sum by reason of any such brokerage, commission, or percentage; and that all moneys payable to him hereunder are free from obligation to any other person for services rendered, or supposed to have been rendered, in the procurement of this contract. He further agrees that any breach of this warranty shall constitute adequate cause for the annulment of this contract by the United States, and that the United States may retain to its own use from any sums due or to become due thereunder an amount equal to any brokerage, commission, or percentage so paid, or agreed to be paid: Provided, however, it is understood that this covenant does not apply to the selling of goods through a bona fide commercial representative employed by the contractor in the regular course of his business in dealing with customers other than the Government and whose compensation is paid, in whole or in part, by commissions on sales made, nor to the selling of goods through established commercial or selling agents or agencies regularly engaged in selling such goods.

It is an express condition of this contract that no Member of, or Delegate to, Congress, or Resident Commissioner, or other person whose name is not at this time disclosed, shall be admitted to any share in this contract, or to any benefit to arise therefrom; and it is further covenanted and agreed that this contract shall not be assigned.

IN WITNESS WHEREOF, The parties hereto have hereunto subscribed their names this

24th day of August, A. D. 1923.

The erasures in line 8, page 3; of all of lines 26 to 31, inclusive, page 7; and the interlineation in line 8, page 3, were made before the execution hereof.

We hereby certify that this contract and bond have been correctly prepared.

CWH

H. S. ROOME,

Chief, Files and Records Division.

G. R. ROBERTS,

Actg. Superintendent, Computing Division.

Superintendent, Maintenance Division.

HGS
VN

WEK
HEG

McKenzie Moss,

Assistant Secretary,
By direction of the Secretary of the Treasury.

Witnesses to the signature of the Contractor:

J. Adams

D. L. Hollscock

OTIS ELEVATOR COMPANY

W. D. Baldwin, Chairman

Attest:
Thomas M. Logan, Secretary.

SEAL

PLACE
CORPORATE
SEAL HERE.

Contractor.

*(Sign firm name or business style here.)

NOTE.—Read rules carefully before executing.

All erasures, alterations, and interlineations, to be noted here before execution.

Two witnesses.

COINING DEPARTMENT
SUPERINTENDENT

CLERK 2400

PRESS ROOM

FOREMAN 7.95
DIE SETTERS (2) 6.00
SKILLED WORKMEN 6.15
HELPER 5.55
HELPERS EMERGENCY (6) 5.00

ROLLING ROOM

FOREMAN 7.00
ASSISTANT FOREMAN 6.50
HELPERS (2) 5.55
HELPERS EMERGENCY (2) 5.00

WHITENING & ANNEALING RM.

FOREMAN 7.00
ASSISTANT FOREMAN 6.50
HELPER EMERGENCY 5.00

WEIGHING & ADJUSTING ROOM.

FOREMAN 7.00
HELPER EMERGENCY 5.00

MELTING & REFINING DEPARTMENT
SUPERINTENDENT

CLERK 2500
CLERK 1920
HELPER 5.55

MAKEUP DIVISION

HELPER EMERGENCY 5.00

INGOT MELTING DIVISION

FOREMAN 7.65
HELPERS EMERGENCY (16) 5.00

REFINERY DIVISION

FOREMAN 2600
SKILLED WORKMAN 6.65

X HELPERS (4) 5.41

HELPERS EMERGENCY (5) 5.00

X HELPERS (2) 6.15

HELPER (MELTER) 6.15

REFINERY MELTING ROOM

FOREMAN 7.65
HELPERS EMERGENCY (4) 5.00

ASSAY DEPARTMENT

ASSAYER

WEIGHING DIVISION

ASSISTANT ASSAYER		3200
JUNIOR ASSAYERS	(5)	6.60
CUPEL FURNACE ROOM		
FOREMAN		7.00
HELPER EMERGENCY		5.00
LABORATORY		
JUNIOR ASSAYER	VACANT	

OPERATION & MAINTENANCE

SUPERINTENDENT MACHINERY & BUILDING

SCALE REPAIRER		7.95
DIE, GAGE & TOOL MAKERS	(2)	6.25
ELECTRICAL MACHINISTS	(3)	6.00
SKILLED WORKMAN	(2)	6.15
FIREMAN		6.15
BLACKSMITH		6.00
MECHANIC CARPENTER		7.00
CLASSIFIED LABORER		5.55
HELPERS EMERGENCY	(27)	5.04
HELPERS	(2)	5.55
LEAD BURNER		6.00
SKILLED LABORER		5.55
SHEET METAL WORKER EMERGENCY		5.50
STOREKEEPER		1380
CHECKING CLERK EMERGENCY		5.50
ELEVATOR OPERATOR		1380
LABORER HEAD JANITOR		5.15
LABORER JANITORS	(3)	4.48
LABORER JANITOR EMERGENCY		4.25

GENERAL DEPARTMENT

CHIEF CLERK

ASSISTANT	2300
PRIVATE SECRETARY	1620

CASHIER'S DIVISION

CASHIER	3100
ASSISTANT CASHIER	2600
WARRANT CLERK	1800
CALCULATING CLERK	1620

BOOKKEEPING DIVISION

BOOKKEEPER	2600
CALCULATING CLERK EMERGENCY	1800
ABSTRACT CLERK	1500

LICENSE & FILES DIVISION

STENO-TYPIST	1440
HELPER - EMERGENCY	5.00

DEPOSIT RECEIVING ROOM

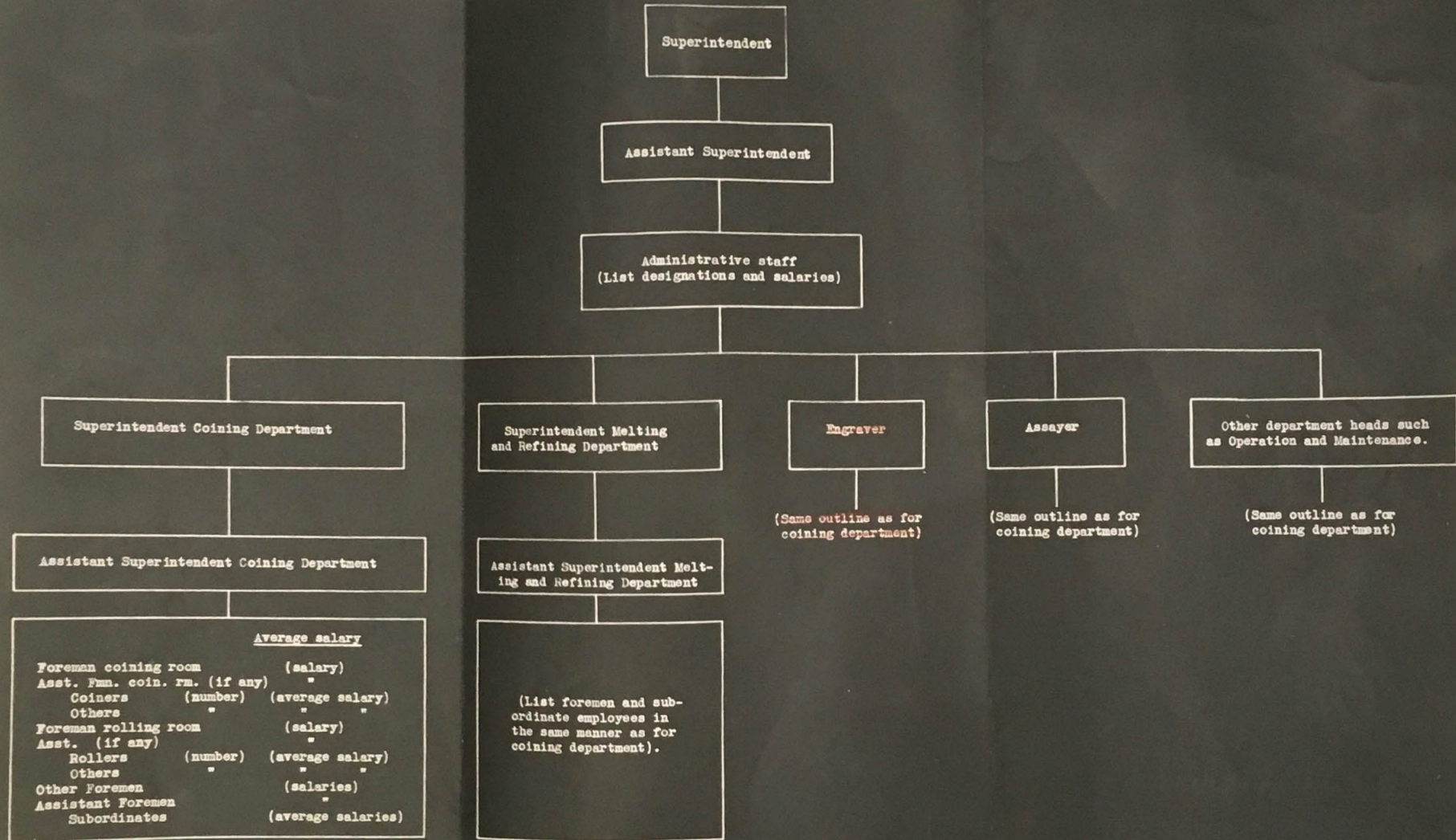
WEIGH CLERK	2500
CLERK	1620
HELPER	5.00
HELPER EMERGENCY	5.00

DEPOSIT MELTING ROOM

FOREMAN	7.65
MELTERS	(3) 6.15

CUSTODIAL DIVISION

CAPTAIN OF THE GUARD	1800
DOORKEEPER	1560
GUARDS REGULAR	(6) 1680
GUARDS EMERGENCY	(18) 1680
TELEPHONE OPERATOR	1500



Superintendent

Assistant Superintendent

Administrative staff
(List designations and salaries)

Superintendent Coining Department

Superintendent Melting
and Refining Department

Engraver

Assayer

Other department heads such
as Operation and Maintenance.

(Same outline as for
coining department)

(Same outline as for
coining department)

(Same outline as for
coining department)

Assistant Superintendent Coining Department

Assistant Superintendent Melt-
ing and Refining Department

Average salary

Foreman coining room	(salary)
Asst. fmm. coin. rm. (if any)	"
Coiners (number)	(average salary)
Others	"
Foreman rolling room	(salary)
Asst. (if any)	"
Rollers (number)	(average salary)
Others	"
Other Foremen	(salaries)
Assistant Foremen	"
Subordinates	(average salaries)

(List foremen and sub-
ordinate employees in
the same manner as for
coining department).

ORGANIZATION CHART
MINT OF THE UNITED STATES AT DENVER, COLORADO

Office of Superintendent
General supervision of all departments and operations of the institution.

Personnel:
Superintendent 1
Private Secretary 1
Total 2

Office of Chief Clerk
Executive and general supervision; personnel; general correspondence; joint custody of Cashier's and coin storage vaults; purchases supplies; pay roll, records and files; time accounts; audits bills and accounts; stationary.

Personnel:
Chief Clerk 1
Assistant 1
Total 2

Office of Bookkeeper
Treasurer's Accounts and general bookkeeping. In touch with reports from operative departments and cashier.

Personnel:
Bookkeeper 1
Calc. Abst. Clerk 1
Total 2

Office of Cashier
Joint Custody coin storage vaults and own working vault; makes all payments for bullion deposits and pay roll; arranges shipments of coin; oversees warrants.

Personnel:
Cashier 1
Assistant 1
Calc. War't Clk. 1
Total 3

Weigh Clerk
Receives deposits of bullion; weighs and records same. Delivers bullion to M. & R. Dept. Oversees operations of deposit melting room.

Personnel:
Weigh Clerk 1
Foreman 1
Total 2

Deposit Melting
Melts all deposits into bar form.

Personnel:
Melters 2

Machinery Department
Immediate charge of electrical equipment; power plant; general maintenance; manufactures machine parts, etc., charge of associated machine shops.

Personnel:
Supt. Machinery 1
Carpenter 1
Blacksmith 1
Machinist 1
Skilled Workmen 2
Helpers 4
Fireman 1
Scale Repairer 1
Total 12

Captain of the Watch
Immediate charge of Guards.

Personnel:
Captain 1
Bookkeeper 1
Guards 6
Total 8

Store Room
Receiving Room. Furnishes upon requisition supplies to all operating departments. Receives all supplies purchased.

Personnel:
Storekeeper

Telephone Room

Private Switchboard

Operator 1

Janitors

In addition to keeping all parts of the building clean, irrigates and cuts lawn and keeps sidewalks and alleys clean.

Helper in charge 1
Laborers 3
Total 4

Assay Department

Makes assays of bullion deposits, bullion assays, assays of ingots, coin gold and silver bars produced in refinery.

Personnel:
Assayer 1
Asst. Assayer 1
Weighers 2
Junior Assayer 1
Total 5

Melting & Refining Department

Office of Superintendent
Prepares make-up of melts for the manufacture of ingots and arranges metal for refining operations. Immediate supervision of routine and operations of this department. Custody of bullion working vaults of this division.

Personnel:
Superintendent 1
Clerks 2
Total 3

Coining Department

Office of Superintendent
This department, from the ingots, through the various processes, manufactures the completed coinage in conformity to law and delivers same to the Superintendent of the Mint. Immediate supervision of routine and operations of this department. Custody of working vaults of this division.

Personnel:
Superintendent 1
Clerk 1
Total 2

Refinery Cell Room

Crude bullion furnished by the Superintendent of M. & R. Dept. is put through the various processes to refine it; producing pure gold and silver. Recovery of by-products of rare metals, etc.,

Personnel:
Foreman 1
Skilled Workman 2
Melter 1
Helpers 4
Total 8

Ingot Melting Room

Manufactures ingots for coinage and prepares same for delivery to Coining Department.

Personnel:
Foreman 1
Melters 2
Skilled Workman 1
Helper 1
Total 5

Rolling Room

Converts ingots into strips, cuts out the planchettes and assorts them.

Personnel:
Foreman 1
Helpers 4
Total 5

Annealing & Whitening Room

Anneals and cleans planchettes preparatory to stamping the coins.

Personnel:
Foreman 1
Helper 1
Total 2

Refinery Melting Room

Unparted metals prepared by the Superintendent M. & R. Dept. for refining, are melted into suitable forms for refining operations. Pure gold and silver melted into bars.

Personnel:
Foreman 1
Melter 1
Total 2

Make-up Room

From data furnished by the office of the Supt. M. & R. Dept., assembles metals and alloys in proper proportions for making ingots of the necessary fineness.

Personnel:
Skilled Workman 1
Total 1

Weighing & Adjusting

Assorts good and bad planchettes by weight; reduces heavies; weighs and selects coin.

Personnel:
Foreman 1
Sk. Workman 1
Total 2

Press Room

Mills planchettes, stamps, counts, reviews, assembles and weighs coin deliveries when made to the Superintendent of the Mint. Completed coinage.

Personnel:
Foreman 1
Helpers 5
Total 6

ORGANIZATION CHART
MINT OF THE UNITED STATES AT BEVER, COLORADO.

Office of the Superintendent.
General supervision of all departments and operations of the institution.
Personnel:
Superintendent 1
Private Secretary 1
Total 2

Office of the Chief Clerk.
Executive and general supervision, Time accounts, pay rolls, records and files, purchases supplies, audits bills and accounts, personnel; general correspondence, stationery; Joint custody of Cashier's and coin storage vaults.
Personnel: Chief Clerk 1
Assistant 1
Total 2

Office of Bookkeeper.
Treasurer's accounts, and general bookkeeping in touch with reports from operative departments and Cashier.
Personnel:
Bookkeeper 1
Calc. & Est. Clerk 1
Total 2

Office of Cashier.
Joint custody coin storage vaults and coin working vault; makes all payments for bullion deposits and pay roll; arranges shipments of coin; oversees warrants.
Personnel:
Cashier 1
Assistant 1
Calc. & Est. Clk 1
Total 3

Weigh Clerk.
Receives deposits of bullion; weighs and records same. Delivers bullion to M. & R. Dept. Oversees operations of deposit melting room.
Personnel:
Weigh Clerk 1
Foreman 1
Total 2

Deposit Melting.
Melts all deposits into bar form.
Personnel:
Walters 2

Machinery Department.
Immediate charge of electrical equipment, power plant; general maintenance; manufactures machine parts etc. Charge of associated machine shops.
Personnel:
Supt. Machinery 1
Capt. 1
Blacksmith 1
Mechanic 1
Skilled Workman 2
Bulfer 3
Chisum 1
Scale Repairer 1
Total 12

Captain of the Watch.
Immediate charge of guards.
Personnel:
Captain 1
Bookkeeper 1
Guards 6
Total 8

Store Room-Receiving Room.
Purchases upon requisition, supplies to all operating departments. Receives all supplies purchased.
Personnel:
Storekeeper 1

Sanitation.
In addition to keeping all parts of the building clean, irrigate and out lawn and help outside work along clean help in charge.
Personnel:
Laborer 4

Assay Department.
Makes assays of bullion deposits, bullion assays, assays of ingots, coin, gold and silver bars produced in refinery.
Personnel:
Assayer 1
Asst. Assayer 1
Walters 2
Junior Assayer 1
Total 5

Melting & Refining Department.
Office of Superintendent.
Prepares make-up of melts for manufacture of ingots; and arranges metal for refining operations. Immediate supervision of routine and operations of this department. Custody of bullion working vaults of this division.
Personnel:
Superintendent 1
Clerks 2
Total 3

Coining Department.
Office of Superintendent.
This department, from the ingots, through the various processes, manufactures the completed coinage in conformity to law, and delivers same to the Superintendent of the Mint. Immediate supervision of routine and operations of this department. Custody of working vaults of this division.
Personnel:
Superintendent 1
Clerk 1
Total 2

Refinery Cell Room.
Crude bullion furnished by the Superintendent of M. & R. Dept. is put through the various processes to refine it, producing pure gold and silver. Recovery of by-products of rare metals, etc.
Personnel:
Foreman 1
Skilled Workman 1
Skilled Workman 1
Skilled Workman 1
Total 4

Ingot Melting Room.
Manufactures ingots for coinage, and prepares same for delivery to Coining Department.
Personnel:
Foreman 1
Walters 1
Skilled Workman 1
Total 3

Rolling Room.
Converts ingots into strips, cuts out the planchettes, and assays them.
Personnel:
Foreman 1
Helpers 4
Total 5

Annealing & Whitening Room.
Anneals and cleans planchettes preparatory to stamping the coins.
Personnel:
Foreman 1
Helper 1
Total 2

Refinery Melting Room.
Unparted metals prepared by the Superintendent M. & R. Dept. for refining are melted into suitable forms for refining operations. Pure gold and silver melted into bars.
Personnel:
Foreman 1
Walters 1
Skilled Workman 1
Skilled Workman 1
Total 4

Make-up Room.
From data furnished by the office of the Supt. M. & R. Dept., assembles metals and alloys in proper proportions for making ingots of the necessary fineness.
Personnel: Skilled Workman 1

Weighing and Adjusting.
Assays good and bad planchettes by weight; reduces heavies; weighs and selects coin.
Personnel:
Foreman 1
Sk. Workman 1
Helpers 1
Total 3
Scale Repairer has general charge of this work.

Press Room.
Mills planchettes, stamps, counts, reviews, assembles and weighs coin deliveries when made to the Superintendent of the Mint. Completed coinage.
Personnel:
Foreman 1
Helpers 1
Total 2

ORGANIZATION CHART
MINT OF THE UNITED STATES AT DENVER, COLORADO

Office of Superintendent

General supervision of all departments and operations of the Institution.

Personnel:
Superintendent 1
Private Secretary 1
Total 2

Office of Chief Clerk

Executive and general supervision; personnel; general correspondence; joint custody of Cashier's and coin storage vaults; purchases supplies; pay roll; records and files; time accounts; audits bills and accounts; stationery.

Personnel:
Chief Clerk 1
Assistant 1
Total 2

Office of Bookkeeper	Office of Cashier	Weigh Clerk	Deposit Melting	Machinery Department	Captain of Watch	Store Room
Treasurer's accounts and general bookkeeping. In touch with reports from operative departments and Cashier.	Joint custody coin storage vaults and own working vault; makes all payments for bullion deposits and pay roll; arranges shipments of coin; oversees warrants.	Receives deposits of bullion; weighs and records same. Delivers bullion to M. & R. Dept. Oversees operations of deposit melting room.	Melts all deposits into bar form.	Immediate charge of electrical equipment; power plant; general maintenance; manufactures machine parts, etc., charge of associated machine shops.	Immediate charge of guards.	Receiving Room. Furnishes upon requisition supplies to all operating departments. Receives all supplies purchased.
Personnel: Bookkeeper 1 Calc. Abst. Clerk 1	Personnel: Cashier 1 Assistant 1 Calc. War't Clerk 1	Personnel: Weigh Clerk 1 Foreman 1	Personnel: Melters 2	Personnel: Supt. Machinery 1 Carpenter 1 Blacksmith 1 Machinist 1 Sk. Workmen 2 Helpers 4 Fireman 1 Scale Repairer 1	Personnel: Captain 1 Doorkeeper 1 Guards 6	Personnel: Storekeeper 1
Total 2	Total 3	Total 2	Total 2	Total 12	Total 8	Total 1

Telephone Room

Private Switchboard

Personnel:
Operator 1
Total 1

Janitors

In addition to keeping all parts of building clean, ir-rigates and cuts lawn and keeps sidewalks and alleys clean.

Personnel:
Helper, in charge 1
Laborers 3
Total 4

Assay Department

Makes assays of Bullion deposits, bullion assays, assays of ingots, coin gold and silver bars produced in the refinery.

Personnel:
Assayer 1
Assistant Assayer 1
Weighers 2
Junior Assayer 1
Total 5

Melting & Refining Department

Office of Superintendent

prepares make-up of melts for the manufacture of ingots and arranges metal for refining operations. Immediate supervision of routine and operations of this department. Custody of bullion working vaults of this division.

Personnel:
Superintendent 1
Clerks 4

Total 5

Coining Department

Office of Superintendent

This department, from the ingots, through the various processes, manufactures the completed coinage in conformity to law and delivers same to the Superintendent of the Mint. Immediate supervision of routine and operations of this department. Custody of working vaults of this division.

Personnel:
Superintendent 1
Clerk 1

Total 2

Refinery Cell Room

Crude bullion furnished by the Superintendent of the M. & R. Dept. is put through the various processes to refine it; producing pure gold and silver. Recovery of by-products of rare metals, etc.

Personnel:
Foreman 1
Skilled Workmen 2
Melter 1
Helpers 4
Total 8

Ingot Melting Room

Manufactures ingots for coinage and prepares same for delivery to the Coining Department.

Personnel:
Foreman 1
Melters 2
Skilled Workman 1
Helper 1
Total 5

Rolling Room

Converts ingots into strips, cuts out the planchettes and assays them.

Personnel:
Foreman 1
Helpers 4

Total 5

Annealing & Whitening Room
Anneals and cleans planchettes preparatory to stamping the coins.

Personnel:
Foreman 1
Helper 1

Total 2

Refinery Melting Room

Unparted metals prepared by the Superintendent M. & R. Dept. for refining, are melted into suitable forms for refining operations. Pure gold and silver melted into bars.

Personnel:
Foreman 1
Melter 1
Total 2

Make-up Room

From data furnished by the office of the Supt. M. & R. Dept. assembles metals and alloys in proper proportions for making ingots of the necessary fineness.

Personnel:
Skilled Workman 1
Total 1

Weighing & Adjusting

Assorts good and bad planchettes by weight; reduces heavies, weighs and selects coin.

Personnel:
Foreman 1
Skilled Workman 1
Total 2

Press Room

Mills planchettes, stamps, counts, reviews, assembles and weighs coin deliveries when made to the Superintendent of the Mint. Completed coinage.

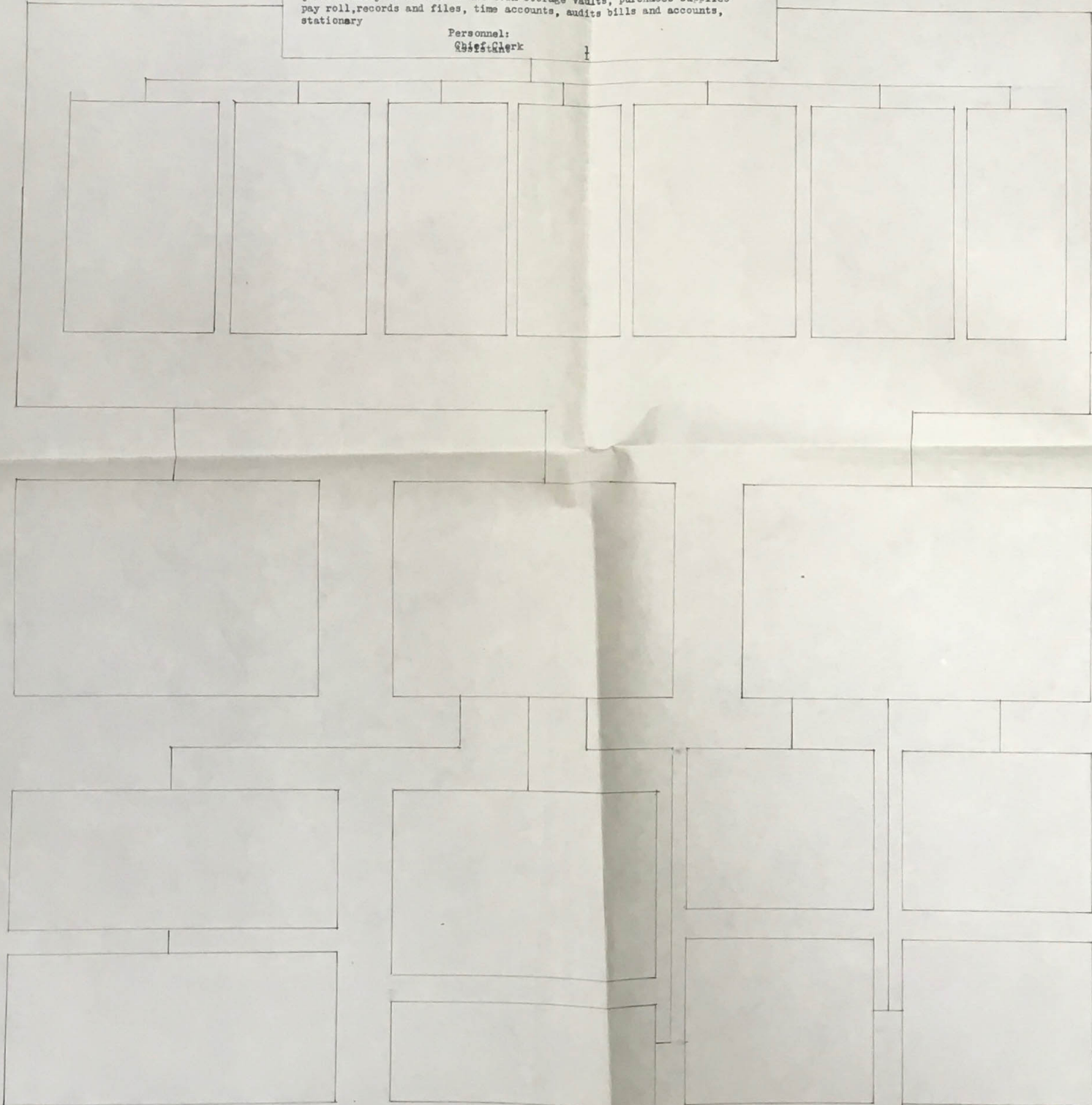
Personnel:
Foreman 1
Helpers 5
Total 6

ORGANIZATION CHART
MINT OF THE UNITED STATES AT DENVER, COLORADO

Office of the Superintendent
General Supervision of all departments and operations
of the institution.
Personnel:
Superintendent 1
Private Secretary 1
2

Office of the Chief Clerk
Executive and general supervision. Personnel, general correspondence,
joint custody of Cashier's and coin storage vaults, purchases supplies,
pay roll, records and files, time accounts, audits bills and accounts,
stationary

Personnel:
Chief Clerk 1
1



Mr. Wager

THE MINT BUREAU DESIRES AS SOON AS POSSIBLE AN ORGANIZATION CHART OF THE ENTIRE PERSONNEL OF THIS INSTITUTION. TO COMPLY WITH THIS REQUEST YOU ARE REQUESTED TO SUBMIT A SCHEDULE SHOWING THE CHAIN OF AUTHORITY THROUGH THE DEPARTMENT HEAD TO EACH EMPLOYEE. TEMPORARY OR EMERGENCY POSITIONS SHOULD BE ENTERED SEPARATELY FROM THE REGULAR PERMANENT POSITIONS AND SHOULD BE DESIGNATED BY THE ABBREVIATIONS "TEMP" OR "EMERG". IF THE DESIGNATION DOES NOT INDICATE THE NATURE OF THE DUTIES OF THE POSITION, A WORD OR TWO OF EXPLANATION SHOULD BE INCLUDED. VACANT POSITIONS WHICH YOU REGARD AS AN ESSENTIAL PART OF YOUR ORGANIZATION SHOULD BE SHOWN AND INDICATED AS "VACANT".

SUPERINTENDENT
PRIVATE SECRETARY

GENERAL DEPARTMENT
CHIEF CLERK

CLERK	VACANT
CLERK-STENO	1620
CLERK	1440
HELPER	5.55

ASSAY DEPARTMENT
ASSAYER

ASSISTANT ASSAYER	2600
ASSAYERS ASSISTANT	VACANT
CLERK	VACANT

COINING DEPARTMENT
SUPERINTENDENT

CLERK	2400
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MELTING & REFINING DEPT
SUPERINTENDENT

CLERK	2500
CLERK	VACANT
HELPER	5.00

BOOKKEEPERS DIVISION

BOOKKEEPER	2600
CLERK - ABSTRACT	VACANT
CLERK	1620
HELPER - EMERG.	5.00

CASHIERS DIV.

CASHIER	3100
ASSISTANT CASHIER	2300
CLERK - WARRANT	1620
HELPERS - EMERG. - CLERK & WEIGH	4 5.00
FOREMAN - CHECKER	2600
HELPERS - SUPERVISORY	2 5.00
HELPERS - COMPUTERS - EMERG.	2 5.00
HELPERS - BULLION & COIN HAND - EM	45 5.00
SKILLED MACHINIST - WEIGHER - EMERG	6.00

RECEIVING DIV.

CLERK - WEIGH	2500
CLERK	1920
CLERK	1440
HELPERS - EMERG.	3 5.00

DEPOSIT MELTING DIV.

FOREMAN	7.65
MELTERS	2 6.15
SKILLED LABORER	5.00

AFFIDAVIT & LICENSE DIV.

HELPER - CLERICAL - EMERG.	5.00
STENO-TYPIST	1440

OPERATION & MAINTENANCE

SUPERINTENDENT OF MACHINERY	2900
SCALE REPAIRER	7.95
SK. WORK. - MACHINIST	7.00
SK. WORK. - ELECTRICIANS	2 5.57
FIREMAN	6.15
SKILLED WORK - BLACKSMITH	5.55
SKILLED LABOR. - CARPENTER	5.55
SKILLED LABORER - FIREMAN	5.55
HELPERS - MECHANICS - EMERG	3 5.38
MACHINIST	VACANT

WEIGHING DIVISION

JUNIOR ASSAYERS	3	AV	6.67
JUNIOR ASSAYER	VACANT		
JUNIOR ASSAYERS - EMERG.	2		6.00

LABORATORY DIV.

JUNIOR ASSAYER	6.15		
HELPER - SAMPLER	5.55		
HELPERS - EMERG.	2	AV	5.00

PRESS ROOM DIVISION

FOREMAN	7.95		
SKILLED WORKMEN	3	AV	6.43
HELPER	5.00		
HELPERS - EMERG.	9		5.00

ROLLING ROOM DIV.

FOREMAN	7.00		
HELPERS	5.55		
SKILLED LABORER	3		5.00
HELPERS - EMERG.	14		5.00

WEIGHING & ADJUST. DIV.

HELPER	5.95		
ASST. SCALE REPAIRER - EMERG.	5.00		
HELPERS - EMERG.	2		5.00

WHITENING & ANNEALING DIV.

FOREMAN	7.00		
HELPER	5.55		
HELPERS - EMERG.	2		5.00

MAKE-UP DIVISION

FOREMAN	VACANT		
SKILLED WORKMAN	6.15		
HELPERS - EMERG.	2		5.00

INGOT MELTING DIV.

FOREMAN	7.65		
MELTERS	2 6.15		
HELPERS - MELTERS	3	AV	5.75
HELPERS - MELTERS - EMERG	3		5.00
HELPERS - EMERG.	8		5.00

REFINERY DIV.

NOT IN OPERATION

COIN MELTING DIV

FOREMAN	7.35		
SKILLED WORKMAN	6.15		
HELPERS - MELTERS - EMERG	3		5.00
HELPERS - EMERG.	5		5.00

GENERAL DEPARTMENT - CONTINUED -
STORES DIVISION

STOREKEEPER	VACANT
WATCHMAN - STOREKEEPER	1380
HELPERS - EMERG.	2 5.00

CUSTODIAL DIV.

CAPTAIN OF THE WATCH	1680		
DOORKEEPER	1440		
SKILLED LABORER - WATCHMAN	5.00		
HELPER - WATCHMAN	5.55		
WATCHMEN	7	AV	1337
WATCHMEN - EMERG.	6		5.00
TELEPHONE OPERATOR	1440		
WATCHMAN - ELEVATOR OPERATOR	1380		
ELEVATOR OPERATOR	VACANT		
LABORER - HEAD JANITOR	5.15		
LABORERS - JANITORS	2		4.80
LABORERS - EMERG.	2		4.25

ORGANIZATION CHART

UNITED STATES MINT

DENVER - COLORADO

SUPERINTENDENT

PRIVATE SECRETARY

GENERAL DEPARTMENT CHIEF CLERK

CLERK	VACANT
CLERK-STENOGR	1620
CLERK	1440
HELPER	5.55

ASSAY DEPARTMENT ASSAYER

ASSISTANT ASSAYER	2600
ASSAYERS ASSISTANT	VACANT
CLERK	VACANT

COINING DEPARTMENT SUPERINTENDENT

CLERK	2400
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MELTING & REFINING DEPT SUPERINTENDENT

CLERK	2500
CLERK	VACANT
HELPER	5.00

BOOKKEEPERS DIVISION

BOOKKEEPER	2600
CLERK - ABSTRACT	VACANT
CLERK	1620
HELPER - EMERG.	5.00

CASHIERS DIV.

CASHIER	3100
ASSISTANT CASHIER	2300
CLERK - WARRANT	1620
HELPERS - EMERG. - CLERKS WEIGH	4 5.00
FOREMAN - CHECKER	2600
HELPERS - SUPERVISORY	2 5.00
HELPERS - COMPUTERS - EMERG.	2 5.00
HELPERS - BULLION & COIN HAND - EM	15 5.00
SKILLED MACHINIST - WEIGHER - EMERG	6.00

RECEIVING DIV.

CLERK - WEIGH	2500
CLERK	1950
CLERK	1440
HELPERS - EMERG.	3 5.00

DEPOSIT MELTING DIV.

FOREMAN	7.65
MELTERS	2 6.15
SKILLED LABORER	5.00

AFFIDAVIT & LICENSE DIV.

HELPER - CLERICAL - EMERG.	5.00
STENO-TYPIST	1440

OPERATION & MAINTENANCE

SUPERINTENDENT OF MACHINERY	2900
SCALE REPAIRER	7.95
SK. WORK - MACHINIST	7.00
SK. WORK - ELECTRICIANS	2 5.57
FIREMAN	6.15
SKILLED WORK - BLACKSMITH	5.55
SKILLED LABOR - CARPENTER	5.55
SKILLED LABORER - FIREMAN	5.55
HELPERS - MECHANICS - EMERG.	3 5.38
MACHINIST	VACANT

WEIGHING DIVISION

JUNIOR ASSAYERS	3 Av. 6.67
JUNIOR ASSAYER	VACANT
JUNIOR ASSAYERS - EMERG.	2 6.00
LABORATORY DIV.	
JUNIOR ASSAYER	6.15
HELPER - SAMPLER	5.55
HELPERS - EMERG.	2 Av. 5.00

PRESS ROOM DIVISION

FOREMAN	7.95
SKILLED WORKMEN	3 Av. 6.43
HELPER	5.00
HELPERS - EMERG.	9 5.00

ROLLING ROOM DIV.

FOREMAN	7.00
HELPERS	3 5.55
SKILLED LABORER	3 5.00
HELPERS - EMERG.	14 5.00

WEIGHING & ADJUST. DIV.

HELPER	5.95
ASST. SCALE REPAIRER - EMERG.	5.00
HELPERS - EMERG.	2 5.00

WHITENING & ANNEALING DIV.

FOREMAN	7.00
HELPER	5.55
HELPERS - EMERG.	2 5.00

MAKE-UP DIVISION

FOREMAN	VACANT
SKILLED WORKMAN	6.15
HELPERS - EMERG.	2 5.00

INGOT MELTING DIV.

FOREMAN	7.65
MELTERS	2 6.15
HELPERS - MELTERS	3 Av. 5.75
HELPERS - MELTERS - EMERG.	3 5.00
HELPERS - EMERG.	6 5.00

REFINERY DIV.

NOT IN OPERATION

COIN MELTING DIV.

FOREMAN	7.35
SKILLED WORKMAN	6.15
HELPERS - MELTERS - EMERG.	3 5.00
HELPERS - EMERG.	5 5.00

GENERAL DEPARTMENT - CONTINUED - STORES DIVISION

STOREKEEPER	VACANT
WATCHMAN - STOREKEEPER	1380
HELPERS - EMERG.	2 5.00

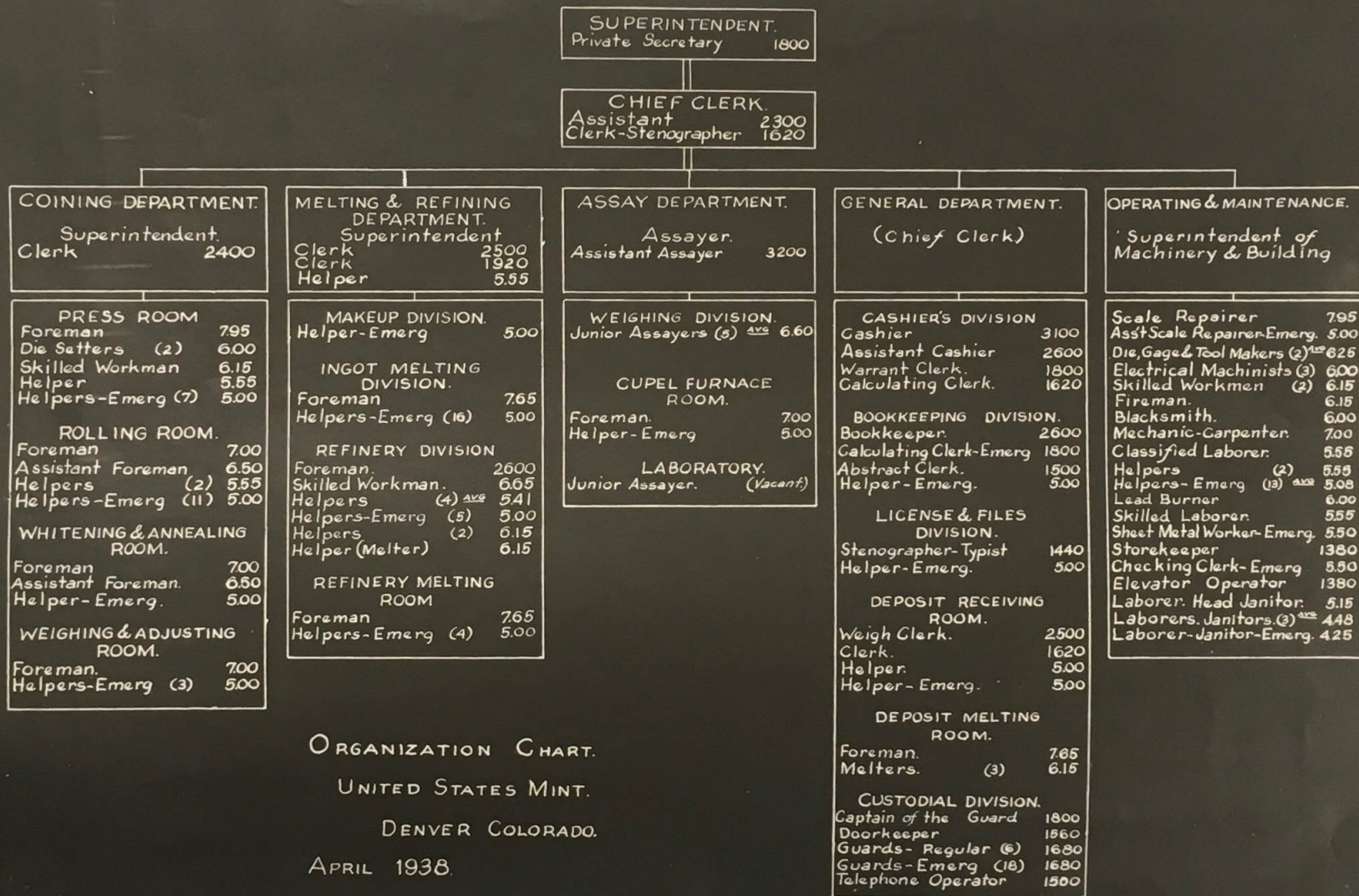
CUSTODIAL DIV.

CAPTAIN OF THE WATCH	1690
DOORKEEPER	1440
SKILLED LABORER - WATCHMAN	5.00
HELPER - WATCHMAN	5.55
WATCHMEN	7 Av. 1337
WATCHMEN - EMERG.	6 5.00
TELEPHONE OPERATOR	1440
WATCHMAN - ELEVATOR OPERATOR	1380
ELEVATOR OPERATOR	VACANT
LABORER - HEAD JANITOR	5.15
LABORERS - JANITORS	2 4.80
LABORERS - EMERG.	2 4.25

ORGANIZATION CHART

UNITED STATES MINT

DENVER - COLORADO



SUPERINTENDENT.
Private Secretary 1800

CHIEF CLERK.
Assistant 2300
Clerk-Stenographer 1620

COINING DEPARTMENT.
Superintendent.
Clerk 2400

MELTING & REFINING
DEPARTMENT.
Superintendent
Clerk 2500
Clerk 1920
Helper 5.55

ASSAY DEPARTMENT.
Assayer.
Assistant Assayer 3200

GENERAL DEPARTMENT.
(Chief Clerk)

OPERATING & MAINTENANCE.
Superintendent of
Machinery & Building

PRESS ROOM
Foreman 795
Die Setters (2) 6.00
Skilled Workman 6.15
Helper 5.55
Helpers-Emerg (7) 5.00

ROLLING ROOM.
Foreman 7.00
Assistant Foreman 6.50
Helpers (2) 5.55
Helpers-Emerg (11) 5.00

WHITENING & ANNEALING
ROOM.
Foreman 7.00
Assistant Foreman 6.50
Helper-Emerg. 5.00

WEIGHING & ADJUSTING
ROOM.
Foreman. 7.00
Helpers-Emerg (3) 5.00

MAKEUP DIVISION.
Helper-Emerg 5.00

INGOT MELTING
DIVISION.
Foreman 7.65
Helpers-Emerg (16) 5.00

REFINERY DIVISION
Foreman. 2600
Skilled Workman. 6.65
Helpers (4) ^{avg} 5.41
Helpers-Emerg (5) 5.00
Helpers (2) 6.15
Helper (Melter) 6.15

REFINERY MELTING
ROOM
Foreman 7.65
Helpers-Emerg (4) 5.00

WEIGHING DIVISION.
Junior Assayers (5) ^{avg} 6.60

CUPEL FURNACE
ROOM.
Foreman. 7.00
Helper-Emerg 5.00

LABORATORY.
Junior Assayer. (Vacant)

CASHIER'S DIVISION
Cashier 3100
Assistant Cashier 2600
Warrant Clerk. 1800
Calculating Clerk. 1620

BOOKKEEPING DIVISION.
Bookkeeper. 2600
Calculating Clerk-Emerg 1800
Abstract Clerk. 1500
Helper-Emerg. 500

LICENSE & FILES
DIVISION.
Stenographer-Typist 1440
Helper-Emerg. 500

DEPOSIT RECEIVING
ROOM.
Weigh Clerk. 2500
Clerk. 1620
Helper. 5.00
Helper-Emerg. 5.00

DEPOSIT MELTING
ROOM.
Foreman. 7.65
Melters. (3) 6.15

CUSTODIAL DIVISION.
Captain of the Guard 1800
Doorkeeper 1560
Guards- Regular (6) 1680
Guards-Emerg (18) 1680
Telephone Operator 1500

Scale Repairer 7.95
Asst Scale Repairer-Emerg. 5.00
Die, Gage & Tool Makers (2) ^{avg} 6.25
Electrical Machinists (3) 6.00
Skilled Workmen (2) 6.15
Fireman. 6.15
Blacksmith. 6.00
Mechanic-Carpenter. 7.00
Classified Laborer. 5.55
Helpers (2) 5.55
Helpers-Emerg (13) ^{avg} 5.08
Lead Burner 6.00
Skilled Laborer. 5.55
Sheet Metal Worker-Emerg. 5.50
Storekeeper 1380
Checking Clerk-Emerg 5.50
Elevator Operator 1380
Laborer. Head Janitor. 5.15
Laborers, Janitors (2) ^{avg} 4.48
Laborer-Janitor-Emerg. 4.25

ORGANIZATION CHART.

UNITED STATES MINT.

DENVER COLORADO.

APRIL 1938.

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TREASURY DEPARTMENT
MINT OF THE U. S. AT DENVER, COLO.

OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, \$300.

ORGANIZATION CHART, MAY 15, 1923

ORGANIZATION CHART
MINT OF THE UNITED STATES AT DENVER, COLORADO

Office of the Superintendent. General supervision of all departments and operations of the institution.		
Personnel:	Superintendent	1
	Private Secretary	1
		<u>2</u>

Office of the Chief Clerk Executive and general supervisory division. Time accounts, pay rolls, records and files, purchases supplies, audits bills and accounts, personnel, general correspondence, stationery, joint custody of Cashier's and coin storage vaults.		
Personnel:	Chief Clerk	1
	Assistant	1
		<u>2</u>

Deposit Weigh Clerk

Receives deposits of bullion, weighs and records same. Oversees operations of deposit melting.

Personnel:	
Weigh Clerk	1
Foreman	<u>1</u>
	2

Deposit Melting
Melts all deposits into bar form.

Personnel:	
Melters	2
	<u>2</u>

Office of Cashier

Joint custody coin and storage vaults and own working vault, makes all payments for bullion deposits and pay roll; arranges shipments of coin, oversees warrants and miner's affidavits.

Personnel:	
Cashier	1
Asst. Cashier	1
Warrant Clerk	1
	<u>3</u>

Office of Bookkeeper

Treasurer's accounts and general bookkeeping, in touch with reports from operative departments and Cashier.

Personnel:	
Bookkeeper	1
Abstract Clerk	1
	<u>2</u>

Machinery Department

Immediate charge of electrical equipment, power plant, general maintenance, manufactures machine parts, etc. Charge of associated machine shops.

Personnel:	
Supt. of Machinery	1
Carpenter	1
Mechanists	3
Electrician	1
Blacksmith	1
Fireman in Charge	1
Helper	1
	<u>9</u>

Captain of the Watch

Immediate charge of guards and janitors.

Personnel:	
Captain of Watch	1
Guards	7
Elevator Pilot	1
Laborers	3
Helper	1
Telep. Operator	1
Assist. Custod'n.	1
	<u>15</u>

Store Room

Furnishes, upon requisition, supplies to all operating departments.

Personnel:	
Clerk	1
	<u>1</u>

ASSAY DEPARTMENT

Makes assays of bullion deposits, bullion assays, assays of ingots, coin, etc.

Personnel:	
Assayer,	1
Assistant Assayer,	1
Assayer's Assistant,	1
Weighers,	3
Skilled Workmen,	1
	<u>7</u>

Total,

MELTING & REFINING DEPARTMENT

Office of Superintendent. Prepares make-up of melts for manufacture of ingots. Immediate supervision of routine and operations of this department. Custody of bullion working vaults of this division.

Personnel:	
Superintendent,	1
Clerk,	1
Melter,	1
	<u>3</u>

Total,

COINING DEPARTMENT

Office of Superintendent. This department from the ingots, through the various processes of this division, manufactures the completed coinage. Immediate supervision of routine and operations of this department. Custody of working vaults of this division.

Personnel:	
Superintendent,	1
Clerk,	1
	<u>2</u>

Total,

Refinery.

Closed.

Refinery Melting Room.

Closed.

Ingot Melting Room.

Manufactures ingots and prepares same for delivery to Coining Department.

Personnel:	
Foreman,	1
Melters,	6
Skilled Workmen,	1
	<u>8</u>

Total,

Rolling Room.

Converts the ingots into strips, cuts out the planchettes, assortes.

Personnel:	
Foreman,	1
Helpers,	5
	<u>6</u>

Total,

Annealing & Whitening.

Anneals and cleans the planchettes.

Personnel:	
Foreman,	1
Helpers,	1
	<u>2</u>

Total,

Weighing & Adjusting.

Assorts good and bad planchettes by weight, reduces heavies, weighs and selects coin.

Personnel:	
Scale Repairer,	1
Skilled Workmen,	3
Helpers,	1
	<u>5</u>

Total,

Press Room.

Mills planchettes, stamps, counts, reviews, assembles and weighs coin deliveries. Completed coinage.

Personnel:	
Foreman,	1
Helpers,	4
	<u>5</u>

Total,

May 15, 1925.

Total number of Employees 76

MAY 5, 1938.

DIRECTOR OF THE MINT
WASHINGTON, D. C.

MY DEAR MADAM DIRECTOR:

IN ACCORDANCE WITH INSTRUCTIONS CONTAINED IN YOUR LETTER
OF APRIL 13, I AM ENCLOSING HERewith THREE PHOTOSTATS OF "ORGANI-
ZATION CHART, UNITED STATES MINT, DENVER, COLORADO", PREPARED
AT THIS INSTITUTION.

RESPECTFULLY,

MARK A. SKINNER, SUPERINTENDENT

ENC.



TREASURY DEPARTMENT

WASHINGTON

OFFICE OF
DIRECTOR OF THE MINT
IN REPLYING QUOTE INITIALS

April 13, 1938.

RECEIVED

APR 18 1938

CHIEF CLERK
U. S. MINT AT DENVER

Superintendent, U. S. Mint, Denver, Colo.,
Superintendent, U. S. Mint, San Francisco, Calif.,
Assayer in Charge, U. S. Assay Office, Seattle, Wash.,
Assayer in Charge, U. S. Mint, New Orleans, La.,
Chief Clerk in Charge, U. S. Bullion Depository,
Fort Knox, Kentucky.

Dear Sir:

It is requested that you immediately prepare a chart showing the organization of your institution similar to the one that was prepared by you in September, 1934. Enclosed is a form to be used as a guide in the preparation of this chart. Please designate those employees listed who are emergency.

Very truly yours,

M. M. O'Reilly

Acting Director of the Mint.

Enclosure

MDM

ORGANIZATION CHART
MINT OF THE UNITED STATES AT DENVER, COLORADO

Office of the Superintendent.
General supervision of all departments and operations
of the institution.

Personnel: Superintendent 1
Private Secretary, 1
2

Office of the Chief Clerk
Executive and general supervisory division. Time accounts, pay rolls, records
and files, purchases supplies, audits bills and accounts, personnel, general cor-
respondence, stationery, joint custody of Cashier's and coin storage vaults.

Personnel: Chief Clerk, 1
Assistant, 1
2

Office of Bookkeeper
Treasurer's accounts
and general bookkeeping,
in touch with reports
from operative depart-
ments and Cashier.

Personnel: Bookkeeper, 1
Abstract Clerk, 1
2

Office of Cashier
Joint custody coin
storage vaults and
own working vault,
makes all payments
for bullion deposits
and pay roll, arranges
shipments of coin, over-
sees warrants and min-
er's affidavits.

Personnel: Cashier, 1
Assistant Cashier 1
Warrant Clerk, 1
3

Weigh Clerk
Receives deposits
of bullion, weighs
and records same.
Oversees operations
of deposit melting.

Personnel: Weigh Clerk, 1
1

Deposit Melting
Melts all depos-
its into bar form.

Personnel: Foreman, 1
Melters, 2
3

Machinery Department
Immediate charge of elec-
trical equipment, power
plant, general maintenance,
manufactures machine
parts, etc. Charge of
associated machine shops.

Personnel: Supt. of Machinery, 1
Carpenter, 1
Machinists, 3
Electrician, 1
Blacksmith, 1
Fireman in chg. 1
Helper, 1
9

Captain of the Watch
Immediate charge of
guards and janitors.

Personnel: Captain of Watch, 1
Guards, 7
Elevator Pilot, 1
Laborers, 3
Helper, 1
Telep. Operator, 1
Assist Custod'n 1
15

Store Room
Furnishes, upon
requisition,
supplies to all
operating de-
partments.

Personnel: Clerk, 1
1

Assay Department.
Makes assays of bullion deposits,
bullion assays, assays of ingots,
coin, etc.

Personnel: Assayer, 1
Assist. " 1
Assayer's assist. 1
Weighers, 3
Sk. Workman, 1
7

Melting & Refining Department.
Office of Superintendent. Prepares
make-up of melts for manufacture of in-
gots, immediate supervision of operations
of department. Custody of working vaults.

Personnel: Superintendent, 1
Clerk, 1
Melter, 1
3

Coining Department.
Office of Coiner. Supervisory head. This department from
the ingots, through the various processes of this division,
manufactures the completed coinage. Custody of the working
vaults of the department.

Personnel: Superintendent, 1
Clerk, 1
2

Ingot Room
Manufactures ingots and pre-
pares same for delivery to Coining
Department.

Personnel: Foreman, 1
Melters, 6
Sk. Workman, 1
8

1
Rolling Room
Converts the ingots into
strips, cuts out planchettes,
assorts.

Personnel: Foreman, 1
Helpers, 5
6

2
Annealing & Whitening
Anneals and cleans plan-
chettes.

Personnel: Foreman 1
Helper 1
2

3
Weighing & Adjusting
Assorts good and bad blanks
by weight, reduces heavies,
weighs and selects coin.

Personnel: Scale Repairer 1
Melter, 1
Sk. Workman 2
Helper, 1

4
Press Room
Mills planchettes, stamps,
counts, reviews, assembles
and weighs coin deliveries.
Completed coinage.

Personnel: Foreman, 1
Helpers, 4
5

Refinery
Closed.

Refinery Melting
Closed.



PROPOSALS FOR THE COMPLETION (EXCEPT STEEL VAULTS, PLUMBING, ELEVATORS,
HEATING APPARATUS, ELECTRIC WIRING AND CONDUITS) OF THE U.S. MINT AT
DENVER, COLORADO.

TREASURY DEPARTMENT, Office of the Supervising Architect,
Washington, D.C., June 24, 1902.--SEALED PROPOSALS will be received
at this office until 2 o'clock P.M. on the 12th day of August, 1902,
and then opened, for the completion (except certain steel vaults,
plumbing, elevators, heating apparatus, electric wiring and conduits)
of the U.S. Mint at Denver, Colorado, in accordance with drawings and
specifications, copies of which may be had at this office, or at the
office of the Superintendent at Denver, Colorado, at the discretion
of the Supervising Architect.

James Knox Taylor,
Supervising Architect.

J.W.G.
P.C.A.
G.E.R.
C.R.B.
F.L.A.
W.
G.W.D.
E.A.C.
M.J.

N.B. The Government frank sent to intending bidders is to be used
for the return of drawings and specifications only.

-----U.S.Mint, Denver, Colorado-----

I N D E X.

GENERAL CONDITION,	2	BRICK WORK,	16
Certified check,	2	Arches,	16
Cleaning up,	6	Brick, enamel,	16
Damage,	6	Brick, common,	16
Delays,	2	Building in iron, etc.,	16
Drawings,	4	Centres,	16
Eight-hour-law,	2	Chimneys,	16
Form of contract,	2	Laying,	16
Guarantee,	3	Mortar,	16
Modifications,	2	STRUCTURAL TERRA COTTA,	17
Notice to sureties,	3	Columns,	17
Old materials,	5	Floor arches,	17
Parties in interest,	2	Furring,	17
Payment,	3	Mortar,	17
Photographs,	6	Partitions,	17
Proposals and signature,	2	Quality,	17
Protection, of work and materials,	2	STEEL AND IRON WORK,	18
Rejected materials,	5	Ash hoist door,	21
Rights reserved,	2	Buffer,	22
Scaffolding,	6	Cast iron,	18
Shop drawings,	7	Cast iron columns,	21
Sub-contractors,	2	Cleanout doors,	22
Surveys and levels,	6	Drawings,	18
Temporary water closet,	6	Elevator screens,	23
Temporary heat,	6	Finishing and painting,	25
Time to complete,	5	Folding gates,	24
Work included,	4	Furring,	20
Work not included,	4	Gates,	24
Workmanship & Materials,	5	Grilles,	24
SAMPLES,	8	Inspection,	19
EXCAVATION,	10	Ladders,	20
CEMENT & SAND,	11	Lanterns,	24
CONCRETE AND MORTAR,	12	Lamp standards,	22
Concrete,	12	Lintels,	20
Floors,	12	Louvres & frames,	21
Filling,	13	Ornamental wrought iron,	23
Foundations & walls,	12	Pipe sleeve,	20
Mortar,	12	Pipe railing,	20
STONE WORK,	14	Railing,	23
Course plans,	14	Screens,	21
Cleaning,	15	Setting,	20
Cutting,	15	Steel	18
Finish,	14	Smoke flue,	21
Mortar,	15	Stairs,	22
Name and location of quarries,	14	Thresholds,	22
Quality of stone,	14	Trench covers,	22
Setting,	14	Trim,	22
		Vault lights, etc.,	21
		Vault linings,	25
		Workmanship,	19
		Wrought iron,	18

BRONZE WORK,	26	HARDWARE,	36
Front doors,	26	Axle pulleys,	37
Grilles,	26	Butts,	36
Medallions,	26	Bolts,	37
		Door plates,	38
SHEET METAL & ROOFING,	27	Door hangers,	37
Ceiling lights,	27	Door steps,	38
Dormers & pipe sleeves,	27	Drawer pulls,	38
Doors,	28	Locks,	36
Door pockets,	28	Pivots,	37
Elevator houses,	27	Quality,	36
Flashings,	27	Sash lifts,	37
Flue linings,	28	Sash chains, etc.,	37
Glazed partitions,	28	Transom openers,	37
Guarantee,	27		
Registers,	28	PAINTING AND VARNISHING,	39
Sheet metal,	27	Lettering,	39
Skylights,	27	Materials,	39
Spanish tile,	28	Oiling,	39
		Painting,	39
PLASTERING,	29	Varnishing,	39
Cement plastering,	29		
Cornices,	30	GLAZING,	40
Finish of basement,	30		
Lathing,	29	APPROACHES,	41
Hard plastering,	29	Curbs, etc.,	41
		Driveway,	41
MARBLE WORK,	31	Gutters,	42
Carving,	32	Sidewalk,	41
Columns & pilasters,	31	Soiling and seeding,	42
Finish,	31	Wheel guards,	41
Floor borders,	32		
Floor tiling,	31		
Floor borders,	32		
Glazed tiling,	32		
Quality,	31		
Setting,	31		
Seals,	31		
Terrazzo,	32		
Thresholds,	32		
Treads,	31		
CARPENTER WORK,	33		
Base,	35		
Carving,	33		
Chair rail & picture molding,	35		
Doors,	34		
Door frames,	33		
Finishing lumber,	33		
Flooring,	35		
Paneling,	33		
Sash,	34		
Screen,	35		
Thresholds,	35		
Window frames,	34		
Workmanship,	33		
Wood strips,	33		

Treasury Department,

OFFICE OF THE SUPERVISING ARCHITECT.

SPECIFICATION for THE COMPLETION, (EXCEPT CERTAIN OF THE STEEL VAULTS, PLUMBING, ELEVATORS, HEATING APPARATUS, ELECTRIC WIRING AND CONDUITS) OF THE U.S. MINT AT DENVER, COLORADO.

GENERAL CONDITIONS.

FORM OF PROPOSAL AND SIGNATURE.

Proposal must be made on the blank form hereto attached, inclosed in sealed envelope, marked proposal with title of building as given above, and addressed to the Supervising Architect, stating in writing and figures (without interlineation, alteration, or erasure) the sum of money for which the bidder proposes to supply the materials and perform the work required by the drawings and this specification, and the time within which he proposes to complete the work, and the unit prices called for in proposal sheet. The proposal must be signed with the full name and address of the bidder; if a copartnership, the copartnership name by a member of the firm, with the names and addresses in full of each member; and if a corporation, by an officer in the corporate name, with the corporate seal attached to such signature. No telegraphic proposals or telegraphic modifications of proposals will be considered. Proposals received after the time advertised for the opening will be returned unopened. If proposal is sent by registered mail, allowance should be made for the additional time required for such transmission.

CERTIFIED CHECK.

Each bidder must submit with his proposal a certified check, in a sum equal to 2 per cent of the amount of such proposal, drawn to the order of the Treasurer of the United States, and the proceeds of said check shall become the property of the United States, if, for any reason whatever, the bidder, after the opening of the bids, withdraws from the competition, or refuses to execute the contract and bond required in the event of said contract being awarded to him, and checks submitted by the unsuccessful bidders will be returned after the approval of the contract and bond executed by the successful bidder.

EIGHT HOUR LAW.

The attention of bidders is called to the Act of Congress, approved August 1, 1892, limiting the hours of daily service of laborers and mechanics employed upon public works of the United States to eight hours in any one calendar day.

SUBCONTRACTORS.

No sub-contractor or other person furnishing material or labor to the contractor will be recognized, nor will this Department be responsible in any way for the claims of such persons beyond taking a bond, as required by the Act of Congress approved August 13, 1894, which provides in substance that when a formal contract is let for the erection or repair of a public building, etc., the contractor, before commencing such work, shall furnish the usual penal bond, with good and sufficient sureties, with the additional obligation that such contractor will make prompt payment to all persons furnishing him labor or materials used in the prosecution of the work. Persons so furnishing materials or labor have a right of action on said bond, in the name of the United States, for their use. No formal contract is usually let, however, and no bond taken where the amount involved is less than \$2,000.

PARTIES IN INTEREST.

No officer of the Treasury Department, superintendent, inspector, clerk, employee, or other person in any manner connected with the Office of the Supervising Architect, shall be interested, either directly or indirectly, in the contract or work herein provided for, or be entitled to any benefit derived therefrom; and any violation of this understanding shall work a forfeiture of all moneys which may become due to the successful bidder.

RIGHTS RESERVED.

The material proposed to be used, time for completion of work, and the competency and responsibility of bidders will receive consideration before award of contract.

The Treasury Department reserves the right to accept any part or parts of the proposal made at the prices included in same; also to waive any informalities in, and to reject any and all proposals, and to require the contractor to discontinue the services of any workman employed on the work who is unskillful or otherwise objectionable.

FORM OF CONTRACT.

The contract which the bidder agrees to enter into shall be in the form adopted and in use in the Office of the Supervising Architect; blank forms of which can be inspected at said office, and will be furnished, upon request being made, to parties proposing to submit bids.

PROTECTION OF WORK AND MATERIALS.

The contractor must obtain, at his expense, all necessary policies of insurance on work and material supplied by him, as the same will be at his risk until final completion, inspection, and acceptance; but the contractor will be relieved of any risk for that portion of the building occupied by the Government before entire completion of his contract.

MODIFICATIONS.

The Department reserves the right to make any additions to, omissions from or changes in the work or material called for by the drawings and specification, without notice to the surety or sureties on the bond given to secure satisfactory compliance with the terms of the contract; and the Department further reserves the right to demand additional security when additions are made, if, in its judgment, such security is required. The unit prices called for in the proposal sheet shall be used as the basis of value of such additions, omissions or changes, if they are deemed reasonable by the Supervising Architect. If deemed unreasonable or if none applicable are given, and no agreement can be reached by the Supervising Architect and the contractor as to the reasonable value of the work, then the Supervising Architect shall have the right to fix the value of such additions, omissions or changes, and no claim for damages on account of such change or for anticipated profits shall be allowed.

PAYMENTS.

Payments will be made as hereinafter stated.

DELAYS.

Each bidder must submit his proposal with the distinct understanding that, in case of its acceptance, time for the completion of the work shall be considered as of the essence of the contract, and that for the cost of all extra inspection, and for all amounts paid for rents, salaries of contingent force, and other expenses entailed upon the Government by delay in completing the contract, the United

States shall be entitled to the fixed sum of **FIFTY** dollars (\$ **50.00**) as liquidated damages, computed, estimated, and agreed upon, for each and every day's delay not caused by the United States. *Provided,* however, that the collection of said sum may, in the discretion of the Secretary, be waived in whole or in part; and that the contractor is to be entitled to one day, in addition to said stipulated time, for each day's delay that may be caused by the Government. The Department, acting for the United States, reserves the right to suspend any portion of the work embraced in the contract, whenever, in its opinion, it would be inexpedient to carry on said work.

NOTICE TO SURETIES.

THE ATTENTION OF THE SURETIES IS PARTICULARLY DIRECTED TO THE FOLLOWING CONDITIONS:

The final inspection and acceptance of the work shown by the drawings and specifications forming a part of the contract shall not be binding or conclusive upon the United States if it shall subsequently appear that the contractor has wilfully or fraudulently or through collusion with the representative of this Department in charge of the work supplied inferior materials or workmanship, or has departed from the terms of his contract. In any such case the United States shall have the right, notwithstanding such final acceptance and payment, to cause the work to be properly performed and satisfactory material supplied to such extent as in the opinion of the Supervising Architect may be necessary to finish the work in accordance with the drawings and specifications therefor at the cost and expense of the contractor and the sureties on his bond, and shall have the right to recover against the contractor and his sureties, the cost of such work together with such other damages as the United States may suffer because of the default of the contractor in the premises, the same as though such acceptance and final payment had not been made.

GUARANTEE.

This specification requires the contractor to guarantee and maintain certain work in good repair for a certain period after its final acceptance and the payment therefor and the bond which will be required in connection with the general contract must also cover such guarantee.

PAYMENTS.

Payments will be made in the following manner, viz: 90% of the value of the work executed and actually in place, to the satisfaction of the Supervising Architect, will be paid from time to time as the work progresses, (the said value to be ascertained by the Supervising Architect acting through the Superintendent of Construction,) and 10% thereof will be retained until the completion of the entire work and the approval and acceptance of the same by the duly authorized representative of the Treasury Department, but no payment will be due to the contractor until every part of the work to the point of advancement reached (on account of which payment is claimed) shall be found to be satisfactorily supplied and executed in every particular and all defects therein remedied to the satisfaction of the Supervising Architect; nor shall any payments be due until satisfactory samples and shop drawings, as required by the specification, shall have been supplied.

PROPOSALS.

Proposals, as hereinbefore called for, must be based upon drawings Nos. 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, miscellaneous drawings Nos. 126-A and M-12, and this specification, and the work must be carried out in strict accordance with the same, such other details and models as may be furnished, and the instructions of the Superintendent.

It is intended that the temporary removal of the present work for the purpose of placing new work, all additions to, or alterations of work now in place, the extending, cutting, underpinning, filling or the repairing and making good of any work disturbed in making such changes or additions, or for the purpose of placing new work (except as otherwise noted or specified) shall be included in this contract and the contractor should visit the premises and compare the present work with the drawings and specification, and provide in his bid for the above mentioned work, as failure to do so will in no way relieve the contractor from the necessity of furnishing any materials or performing any labor that may be required to complete the work as contemplated by the drawings and this specification without additional cost to the Government.

WORK INCLUDED.

The masonry, roofing, structural iron, and terra cotta floors, generally, have been completed under another contract and the present work will include certain alterations and repairs, the furnishing of frames, etc., and finishing of exterior openings, the interior finish, and the approaches.

WORK NOT INCLUDED.

In addition to the work indicated in outline on the drawings, which is now in place, the elevators, some of the steel vault linings as indicated, heating apparatus, plumbing, electric wiring and conduits, and lighting fixtures (except lanterns and lamp standard and the floors, marble work and registers in toilet rooms will not be included in this contract, but the contractor must carefully fit his work to any work now in place or which may be provided by another contractor in advance of that required by this specification, and he shall not proceed with any part of the work in connection with such other work until the same is properly in place, and he is so directed by the Superintendent.

DRAWINGS.

Alternate solid and broken lines on plans and sections, indicate brickwork; stippling indicates stone or marble; cross hatching indicates concrete and plastering; wavy or crinkled lines terra cotta; solid lines generally wood, and work shown in outline work in place.

The general character of the detail work is shown on the scale drawings, but minor modifications may be made in the full size drawings, and the contractor must not get out any part of the work until he has received the full size details for the same.

It is intended that the drawings and this specification shall cooperate and should anything be noted on the drawings that is not mentioned in the specifications, or vice versa, the same must be executed as if occurring in both.

The figures and dimensions of work now in place, are approximately correct, but the contractor must take all measurements on the premises from which to execute the work and he will be held responsible for the proper fitting of his work.

The contractor should check all figures before commencing the work, and any discrepancies must be at once referred to the Superintendent for adjustment, and failure to do so will in no way relieve the contractor from the necessity of correcting without expense to the Government, any errors that may occur by reason of such neglect.

The decision of the Supervising Architect as to the proper interpretation of the drawings and specification shall be final and conclusive.

TIME TO COMPLETE.

The contract will require that the work be carried on with sufficient workmen and materials (satisfactory to the Supervising Architect) to insure its completion within not more than 20 months from the date of the approval of the formal bond by the Secretary of the Treasury.

OLD MATERIALS.

Old materials from work torn down or altered, where suitable and in good condition may, with the approval of the Superintendent, be reused, and all other materials having value must be stored on the premises where the Superintendent may direct.

WORKMANSHIP AND MATERIALS.

All workmanship and materials necessary to fully complete the work contemplated by the drawings or this specification, whether or not specifically indicated shall be furnished, and where not otherwise noted or specified alterations or extensions must correspond with similar work now in place. All materials shall be of the best quality, and all workmanship the best known to the different trades.

REJECTED MATERIALS.

Materials and work that has been rejected must be removed from the premises at once, and should the same not be done, the Superintendent may, after 48 hours notice to the contractor, have the same removed and the cost of such removal will be deducted from any money due the contractor.

PROTECTION.

All work and materials of every description, now in place, to be placed by other contractors in advance of, or work herein contemplated, liable to injury during construction, shall be fully protected from damage from any source. The tops of all walls must be covered when leaving off work, and if at any time during the execution of the work any part is liable to damage from weather, such protection as the Superintendent may deem advisable shall be provided without expense to the Government.

The contractor shall also provide and maintain all necessary guards, lights, etc., for the protection of the public.

DAMAGES.

The contractor shall be held responsible for, and be required to make good at his own expense, any and all damage done or caused by him, or his workmen, in the execution of this work.

SCAFFOLDING, ETC.

The contractor must furnish all scaffolding, machinery, tools, utensils, etc., necessary for the proper carrying out of his contract, and the same must at all times be safe and suitable for the purpose.

TEMPORARY HEAT.

The contractor must furnish, at his own expense, such temporary heat, (including apparatus and fuel,) as may be necessary to fully protect the work, both during its execution and until the final completion and acceptance of all work under this contract, and at no time shall the temperature be allowed to drop below 40° F. in any portion of the building which has received the first coat of plastering.

TEMPORARY WATER CLOSET.

The contractor must provide temporary water closets, with suitable fixtures, etc., properly connected to the water supply and city sewer, for the use of the workmen.

The work shall be installed in a satisfactory manner, be maintained in a sanitary condition, and at the completion of the work, the fixtures and piping shall be removed and the connections to the city sewer capped to the satisfaction of the city authorities, and the premises left clean, the fixtures, piping, etc., to remain the property of the contractor.

CLEANING UP.

At the completion of the work, the contractor must clean up all rubbish, etc., in and around the building and remove the same from the premises and adjacent streets.

SURVEYS AND LEVELS.

The various levels noted on the drawings are computed from city datum and the contractor must employ and pay for the services of a competent engineer to lay out the lines, and test the grades and levels of all work in connection with the approaches, and upon the completion of the work forward to this office, through the Superintendent, a certificate that said levels are as required by the drawings and in accordance with municipal regulations.

PHOTOGRAPHS.

The contractor must furnish to the Supervising Architect on the first of each month two photographs mounted on muslin, not less than 6 1/2" x 8 1/2", showing the condition of the work from two different points of view to be selected by the Superintendent. Photographs shall be marked with the name of the building and the date upon which they were taken.

SHOP DRAWINGS.

Shop drawings, as hereinafter required, must be furnished the Supervising Architect for approval, and all work furnished must be in strict accordance with such approved drawings. The approval of shop drawings shall refer only to the size of materials and design of details, and does not mean said drawings have been checked, and in no way relieve the contractor from the responsibility for the proper fitting and construction of the work, nor from the necessity of furnishing materials or workmanship required by the drawings and specifications which may not be indicated on shop drawings when approved.

- Plates for paving, 5" x 12",
- Aggregate,
- Belgian block for paving,
- Common brick,
- Enamel brick,
- Structural terra cotta,
- Galvanized iron, different gauges, pieces 5" x 5",
- Copper pieces, 5" x 5",
- Steel clips,
- Steel mesh, covering ceiling, pieces 5" x 5",
- Expanded metal, pieces 5" x 5",
- Marble, each kind and finish, pieces 5" x 20",
- Terrazzo, pieces 5" x 20",
- Glass tile,
- Mosaic floor borders, sufficient to show design and workmanship.
- Hardwood, stained and finished as specified; 1" x 5" x 12",
- Hardware, samples of each piece to be furnished, marked for place intended to be used,
- Glass, of the several kinds, pieces 5" x 12",
- Strength for grilles, showing workmanship and finish,
- Grilles, pieces 5" x 5",

SAMPLES.

Bidders must forward with their proposals, 4" x 12" x 12" samples of granite to be used for copings, walls, etc., and of red sandstone for curbs, showing the natural fracture and different finishes.

The contractor must forward to the Supervising Architect for approval, samples of all materials required, with charges prepaid.

No materials shall be delivered on the site until samples of the same have been approved by the Supervising Architect, and when delivered, the materials and workmanship must correspond in every respect with the samples approved.

The following samples must be submitted in not more than two shipments, within 6 weeks from the date of the award of the contract:

Portland cement, About 2 qts. in tight cans, with brand and name of maker.

Sand,

Stone slabs for paving, 6" x 12",

Aggregate,

Belgian block for paving,

Common brick,

Enamel brick,

Structural terra cotta,

Galvanized iron, different gauges, pieces 6" x 6",

Copper pieces, 6" x 6",

Metal clips,

Metal lath, showing coating, pieces 6" x 6",

Expanded metal, pieces 6" x 6",

Marble, each kind and finish, pieces 6" x 20",

Terrazzo, pieces 6" x 20",

Glazed tile,

Mosaic floor borders, sufficient to show design and workmanship.

Hardwood, stained and finished as specified; 1" x 6" x 12",

Hardware, samples of each piece to be furnished, marked for places intended to be used,

Glass, of the several kinds, pieces 6" x 6",

Wrought iron grilles, showing workmanship and finish,

Bronze, pieces 6" x 6",

Painted strips, 3" x 12", showing tints proposed for woodwork,

White lead, red lead, linseed oil and varnish, with name of maker and place of manufacture; 2 lbs. each of lead and 1 qt. each of linseed oil and varnish.

The contractor shall also submit any other samples, during the progress of the work, that may be required by the Supervising Architect.

Each sample must have a label showing the name of the contractor and the building for which the material is intended.

At the time of shipment, written notice, with an itemized list of samples, must be sent to the Supervising Architect by the contractor and no consideration will be given samples submitted by other parties.

Samples received not properly labeled, or samples received without written notice from the contractor, will not be considered.

Attention is called to the fact that time is required for testing and inspecting samples, and in no case will additional time be allowed on account of failure of contractor to promptly submit samples in strict accordance with the above requirements.

In this connection the attention of bidders is particularly called to the conditions under which payment will be made as previously stated in this specification.

-----E X C A V A T I O N-----

Unless otherwise indicated, all necessary excavating must be done, the excavations for footings to be large enough to receive plank forms. Provide any sheet piling that may be required. All excavations and the basement of building must be kept free from water during the execution of this contract and until the final acceptance of same by the Government.

All excavations must be back filled to the required grades with approved earth well puddled and tamped in layers, the back filling to be done at such times as the Superintendent may direct, and any earth that caves in, or backfilling done before it is ordered shall be removed. All sheet piling and wood forms must be removed before backfilling.

All work must be clean, square and sharp.

-----CEMENT AND SAND-----

All cement used under this specification shall be Portland cement having a specific gravity of not less than 3.10, not more than 3% magnesia not 2% anhydrous sulphuric acid, be of such fineness that 90% will pass through a #100 standard sieve, and briquettes made from neat cement, after exposure to the air for one day and in water for six days, must have a tensile strength of 350 lbs. per sq. inch. 1 1/2" pats exposed to the air for seven days, or immersed in water for six days after "Hard set" shall show no blotches, discolorations, checks or signs of disintegration.

The cement shall be uniform in quality, be delivered in the original packages bearing the brand and maker's name, and must be kept free from moisture.

SAND.

All sand must be clean, coarse and sharp.

-----CONCRETE AND MORTAR.-----

MORTARS.

For all mortars the cement and sand must be mixed dry until the cement is thoroughly distributed through the same, then sufficient water added to thoroughly dampen the mass and the whole worked to a uniformly plastic condition.

The cement and sand must not be mixed until wanted, and only in such quantities as can be used before initial set takes place.

CONCRETE.

For all concrete the cement and sand shall be mixed as above specified, the aggregate drenched and drained, then mixed with the mortar until each piece is thoroughly coated.

Where concrete is over 12" thick, lay in succeeding layers where practicable, and before it commences to set tamp until the water appears on the surface. All surfaces upon which concrete is laid must be clean, and well wetted.

FOUNDATIONS AND WALLS.

Concrete for foundations and walls shall be composed of one volume of loose Portland cement, two volumes of loose sand and five volumes of clean hard stone broken to pass in any of its diameters through a 2" mesh screen. Provide plank forms wherever required.

FLOOR.

The present excavation (except where otherwise called for) is at proper grade to receive the floor construction. The basement floor shall be composed of concrete laid on a bed of broken stone. (Floors of Elevator Pits not in this contract).

The concrete of the basement floor (except where otherwise noted), shall be 5" thick, and composed of one volume of loose Portland cement, two volumes sand and 3 volumes hard, clean stone broken so as to pass through a 1" sieve. Where granolithic is indicated, immediately after laying the concrete spread a 1" finish coat composed of equal volumes of Portland cement and finely crushed granite, with only enough water to thoroughly dampen the mass, (dusting with dry cement will not be permitted) and trowel to a smooth, even surface. Where cement base is required carry the finish coat up the walls, finish to a straight line, with rounded edge at top, and with cove at floor angle. Any filling required to bring floors to required grade shall be done with broken stone well rolled or tamped in place.

Where wood floors are required bed in wood strips hereinafter specified, and for other floors keep the top of concrete low enough to receive the same.

The floor in the inspection pit shall be of the thickness noted with steel bars and straps bedded in, as indicated, floors and walls to be composed of concrete same as specified for basement floor the floors to have 1" finish coat of equal parts cement and sand.

Floors of vaults A, B, C, D, H, K, L and closet over vault A to have 1" cement finish, as specified for basement floor.

The floor of the large storage vault in the basement shall have steel bars as indicated, bedded in concrete same as specified for basement floor. The top surface shall be finished perfectly level with thin coat of equal parts Portland cement and sand, ready to receive the steel floor under another contract.

No basement floors shall be laid until all works against which the floors must finish are in place, and all pipes that go below the floors are laid and tested and not until so directed by the Superintendent.

The inspection pit and concrete work of storage vault must be pushed to completion at once.

FILLING.

All floor arches; (except in toilet rooms) shall be filled with concrete composed of one volume of Portland cement, two parts sand, and five volumes of clean gravel screened through a $3/4$ " sieve. Where wood floors occur wood strips, hereinafter specified, shall be bedded in place; where granolithic floors occur finish as specified for similar floors in the basement and elsewhere keep the filling low enough to receive the various kinds of floors indicated.

The concrete covers of the vent stack shall be the same as specified for the filling and must have #10 expanded metal embedded within 1" of the bottom.

Filling under terrazzo is specified under marble work.

-----S T O N E W O R K-----

QUALITY.

All flag stone shall be of local granite, and all other stone shall correspond in every respect with that now in place.

NAME AND LOCATION OF QUARRIES.

The name and location of quarries from which it is proposed to obtain the stone must be stated in the proposal sheet.

COURSE PLANS.

Complete course plans, in triplicate, showing the size, shape and jointing of all cut stone, must be furnished as hereinbefore specified, and no stone shall be cut until said plans have been approved by the Supervising Architect.

The facing generally shall have 4 and 8" beds, with battered face where shown. Approved crystallized trap rock dowels must be employed at joints of blocks.

FINISH.

All exposed surfaces of stones to be finished to correspond with similar work now in place.

The horizontal surfaces of all stone coming in contact with masonry shall be axed to a full even bearing, and have all unexposed sides and backs pitched off at right angles to the beds.

The undersides and backs of steps and platforms to be rough pointed and have washes of 1/8" to the foot unless otherwise indicated.

No patching and hiding of defects will be permitted and lewis holes shall not be made in surfaces which will not be covered with masonry.

Where openings in stone work are enlarged the present stone must be redressed, and if necessary for good work, new stones must be furnished, the old stone to be removed back far enough to give good bond.

Flagstones for floors in refinery room to be sawed 2 1/2" thick, in slabs about 6'0" x 6'0".

SETTING.

All stone must be carefully set, with close joints, in a full bed of mortar, and all joints must be thoroughly filled with mortar and pointed.

All stone shall be washed clean immediately before being set and no stone shall be set in freezing weather.

Every stone shall be securely anchored in place and the contractor shall furnish all necessary dowels, anchors and cramps, the anchors and cramps to be heavily asphalted.

The slabs in the Refinery rooms shall be bedded in mortar, with ^{upper} surfaces true and even, and have all joints filled with an approved acid proof grout.

CUTTING ETC.

Cut raglets where necessary at least 1 1/2" deep, for flashings.

Drill holes in the present work for the wires and pipes to the lanterns at entrance and on rear wall.

MORTAR.

All mortar for stonework shall be of one volume of Portland cement and three volumes of sand.

CLEANING.

Upon completion of the work all exposed surfaces must be cleaned down with an approved wash.

Anchor to the present masonry, using approved wrought iron anchor wherever required.

Underpin where indicated.

CHIMNEY.

The chimney shall be lined throughout the entire height of the brickwork with best quality fire-brick laid in fire clay mortar, free from the other brickwork, to permit expansion and contraction.

Buildings in 1924 etc.

The contractor shall level the top and build in all iron to correspond with brickwork.

Arch.

Build floor arches, with soffits, to correspond with those now in place.

Arch over interior openings to be full thickness of walls and to be not less than two row locks deep. Form shutbacks wherever required, doing any necessary cutting of the present masonry.

CEILING.

All arches shall be built on strong wood centers, which must not be struck until the mortar has set.

MORTAR.

All mortar for brickwork and masonry shall be of one volume of Portland cement and three volumes of sand, and shall be used in conformity with approved practice.

-----B R I C K W O R K-----

COMMON BRICK.

All brickwork not otherwise noted or specified, shall be built with the best quality hard burned common brick, firm in texture, even in size, and free from magnesia or limestone pebbles, or other defects. No bats to be used.

ENAMELED BRICK.

All enameled brick shall be of the best quality, free from cracks or defects and of the proper size to work with other brickwork.

LAYING.

All walls shall be built uniformly one scaffold high at a time, be plumb, true to line, have horizontal joints level, and be bonded every fifth course in height. The enameled brick shall be bonded to the other brickwork with approved metal ties, one to each brick in the bond course, and elsewhere bond with headers extending entirely through the wall (or to facing) laid in succeeding course so as to overlap.

Rub all brick in a full bed of mortar, with close joints, and fill all interstices. Point all enameled brick with a beveled joint, cut mortar off flush with brickwork where walls are to be plastered, and strike all other joints.

Anchor to the present masonry, using asphalted wrought iron anchor wherever required.

Underpin where indicated.

CHIMNEYS.

The chimneys shall be lined throughout the entire height of the brickwork with best quality fire-brick laid in fire clay mortar, free from the other brickwork, to permit expansion and contraction.

BUILDING IN IRON ETC.

The contractor must level for, set and build in all iron in connection with brickwork.

ARCHES.

Brick floor arches, with skewbacks, to correspond with those now in place.

Arches over interior openings to be full thickness of walls and in no case less than two row locks deep. Form skewbacks wherever required, doing any necessary cutting of the present masonry.

CENTERS.

All arches shall be built on strong wood centers, which must not be struck until the mortar has set.

MORTAR.

All mortar for brickwork (except as otherwise specified) shall be composed of one volume of Portland cement and three volumes of sand, white sand to be used in connection with enameled brick.

-----STRUCTURAL TERRA COTTA-----

QUALITY.

All terra cotta fireproofing shall be of the best quality porous terra cotta, containing not less than 40% voids, of such texture as will receive a nail and hold it without cracking; be moulded fair and true, thoroughly and evenly burned, unwarped, free from limestone or magnesia pebbles, cracks, or other defects and surfaces to receive plaster shall be rough.

FLOOR ARCHES.

Where floor arches are altered or extended, terra cotta of the same pattern as that now in place must be used and any terra cotta broken or rendered useless by reason of such changes must be replaced by the contractor. The shells of floor arches shall not be less than 1" and webs not less than $3/4$ " thick. All beams and girders must be entirely encased with not less than 2" of terra cotta, special pattern must be furnished where required, as cutting of terra cotta to obtain required forms or sizes will not be permitted.

PARTITIONS.

The shells of partitions shall not be less than $3/4$ " and webs not less than $5/8$ " thick; 6" blocks shall have two cells and 4" blocks 3 cells, and for bonding and where heavy nailing is required provide special blocks.

Build in a substantial manner, bond together thoroughly, and anchor to the masonry with heavy, asphalted wrought iron anchor spaced not over 2'0" apart. All terra cotta partitions in the basement shall be built after the floors are laid, and above the basement after the filling on floor arches has been done, and openings of the proper size must be left for all registers.

FURRING.

All terra cotta furring shall be laid in a similar manner to the terra cotta partitions, and be anchored in place with heavy, asphalted wrought iron anchors, one to each 4 sq.ft. of terra cotta. At openings provide terra cotta arches.

COLUMNS.

All columns not otherwise protected shall be entirely encased in terra cotta not less than 2" thick, which must be well secured in place. The cast iron columns in the inspection pit are not to be protected.

MORTAR.

All structural terra cotta shall be laid in mortar composed of one volume of Portland cement and three volumes of sand, and all joints must be thoroughly filled. All terra cotta must be drenched before being set.

-----STEEL AND IRON WORK-----

DRAWINGS.

Shop drawings in quadruplicate, of all steel, wrought, and cast iron work of every description, conforming to the drawings and specification, must be submitted, as hereinbefore specified, and no work referred to by such drawings shall be done until they have been approved by the Supervising Architect.

Where the word "similar" is used it must be taken in its general sense and not as identical; each piece must be worked out independently with due reference to the position it is to occupy in connection with the plans and details.

STEEL.

All steel must be open hearth steel of American manufacture of uniform quality, finished straight and smooth, and, except where otherwise specified, to be medium steel containing not more than 0.05% of phosphorous; have an ultimate strength from 60,000 to 68,000 pounds to the sq. inch, elastic limit of at least 50% of the ultimate strength, and an elongation in 8" of not less than 24% and a minimum reduction of area at fracture of 40%. Steel rolled 2 1/2" light will be rejected.

Specimens of medium steel either cold or after being heated to a red heat and quenched in water at 70° F. shall be capable of being bent through 180° on a diameter equal to the thickness of the test piece without showing a crack or flaw.

Rivet steel shall have an ultimate strength of from 50,000 to 58,000 lbs., per sq. inch; 58% elastic limit; a reduction in area at fracture of at least 50% and an elongation in 8" of 28%.

Specimens of rivet steel shall be capable of being bent cold and flattened upon itself, either before or after being heated, as above specified for medium steel, without showing signs of fracture.

Every finished piece of steel shall have the melt number stamped thereon not less than 1'0" from the end, except materials shipped in wired bundles or kegs, in which case the melt number may be stamped on a metal tag.

WROUGHT IRON.

Wrought iron must be tough, fibrous and uniform in character, free from blisters, cinder spots, or imperfections, and finished pieces must be thoroughly welded during rolling.

CAST IRON.

All castings must be from the best quality tough grey iron, and be free from cold shuts or blow holes. Test bars of structural cast iron 1" square, cast from the same heat of metal in sand moulds or as runners, to be detached by the Inspector, shall be capable of sustaining on a clear span of 4'8", a central load of 500 lbs. when in the rough bar. A blow from the hammer shall produce an indentation on a rectangular edge without flaking the metal. Ornamental iron shall be cast from a superior quality of iron, suitable for the finest of castings.

WORKMANSHIP.

All castings must be true to form, smooth and unwarped and of sufficient thickness to give strong and rigid work. All ornamental cast iron shall be made in moulds with special facings, and all angles and mouldings must be straight, sharp and true to pattern. All ornament must be modeled in a spirited and artistic manner, be properly undercut, have all plain surfaces finished smooth, the finishing and chasing to be done by hand.

Holes for bolts and screws in cast iron work shall be drilled, heads of bolts and screws countersunk, joints generally lapped or rebated together, and where joined together or in connection with other work the surfaces to be planed or ground to fit closely. Butt joints generally to have steel plates at back.

All joints and splices of steel construction must be planed so as to give close and true bearings throughout, as the use of shims will not be permitted, and all built members, when same shall have been finished, shall be absolutely free from twists, open joints or other defects.

Steel that has been partially heated or bent cold must afterwards be wholly annealed, except the ends of beams after heating for coping.

The various pieces must have distinguishing marks plainly painted thereon.

Connections of steel work generally shall be riveted but where it is impossible to rivet, bolts may be used, the nuts to be drawn up tight and the threads upset with a chisel.

Holes for bolts which will be subject to shear shall be reamed after the pieces are assembled, and the bolts turned to a driving fit.

Holes in steel $5/8$ " thick may be punched full size, but where steel of greater thickness is used the holes must be drilled, or they may be punched $1/8$ " small and when the parts are assembled, reamed full size. The diameter of the die shall not exceed that of the punch nor the diameter of the punch that of the rivet by more than $1/16$ ", and all holes must be so accurately spaced that when parts are assembled hot rivets of the proper size will enter without being distorted. Where holes need enlarging it must be done by reaming. The use of drift pins is prohibited.

The rivets shall completely fill the holes, have standard heads concentric with rivets, with full bearing on plates, and be driven with a machine capable of retaining pressure after upsetting the rivets, except that hand riveting will be permitted where a machine cannot be used.

INSPECTION.

As soon as practicable after the award of the contract the Supervising Architect shall be notified of the mill or mills where the steel is to be rolled and of the shops where the work is to be made up so arrangements may be made for inspection, and ample facilities must at all times be furnished, and at least 3 days notice given, the authorized agent of the Government, both at the mill and

at the shop, for the inspection of the materials; and should the contractor fail to complete the work within a reasonable time, in the opinion of the Supervising Architect, or any material be shipped without inspection, the cost for extra inspection shall be deducted from any money due the contractor. No part of the work shall be made up, riveted, painted or shipped before the materials have been inspected, or notice given that inspection will not be made.

If it be deemed necessary to take samples for testing from finished pieces, or to test such pieces to destruction, the injured pieces will be paid for at cost, less the value of the metal as scrap unless the iron or steel so tested does not withstand the required tests, when it will be rejected and no compensation therefor will be allowed. All pieces required for testing must be furnished by the contractor.

SETTING.

All steel and iron work shall be accurately set and substantially secured in place. Steel plates must be used for leveling and all structural steel and iron work, including all miscellaneous iron work, must be furnished by the contractor.

LINTELS.

All new and enlarged openings in terra cotta partitions shall have lintels of $3/8$ " steel of width equal to the thickness of the terra cotta, unless otherwise shown or noted.

Plate lintels shall have not less than 6" bearing on walls.

FURRING.

The general scheme of furring for the several places is indicated on the drawings which shall be secured to the steel framing with bolts or approved metal clips and to the masonry with expansion bolts. The furring shall in all cases conform as nearly as practicable to the finished profiles, and $3/8$ " rods 12" on centers must be secured to the steel framing with #10 galvanized malleable wire for receiving the metal lath where brackets are over 16" on centers.

PIPE SLEEVES.

Pipe sleeves made with angle frames with riveted connections must be secured to the roof framing where acid pipes pass through the roof.

PIPE RAILING.

The pipe railing shall be $1\ 1/4$ " inside diameter screw jointed pipe, with the necessary fittings, shoes, and collars. The standards of the stair in the boiler room to have wrought iron brackets. Secure to the masonry with 4" x $3/8$ " expansion bolts.

LADDERS.

Ladders shall be shifted, altered, extended, and reset as indicated on the drawings, new ladders shall be similar to those now in place, and all ladders must be secured to the steel framing or masonry and braced in such a manner as to make them rigid. Provide a ladder with $3/4$ " rungs with at least 15" foot room, spaced not over 12"

apart, throughout the entire height of the shaft enclosing smoke stack.

SCREENS.

The screens in opening F ' shall be 1/2" mesh of #16 wire with heavy wire frame secured in the sash. Provide similar screens behind all louvres. Provide screens with 1 1/2" diamond mesh, of #16 wire set in 1" channel frames, under all skylights. All screens shall be galvanized after being made up.

CAST IRON COLUMNS.

The cast iron columns shall be of the thickness, length and detail shown on drawings. These must be obtained at once on award of contract.

ASH HOIST DOOR.

The ash hoist door and frame shall be of cast iron, the frame to be set flush with finished surface, extend the full depth of the brick arches, and have rebated rim, with grooves with outlet to permit water to run out. The cover shall be in two pieces with rebated weather tight joint at centre, have flange around the outside, diagonal stiffening on underside, have upper surface channeled, be hinged at sides, and have wrought iron quadrants at each side, arranged to hold the covers in such position when open, as to permit the ash hoist to pass. Provide with countersunk lifting rings and approved device for locking from below.

VAULT LIGHTS, COAL HOLE COVERS, &C.

The vault lights, coal hole covers and manhole over well room shall have frames with hinged covers and locking devices, made in a similar manner to the ash hoist door. The vault lights shall have glass designed to admit a maximum of light and be made water tight. Substitute vault lights for coal covers now in place where so indicated.

SMOKE FLUE.

The smoke flue from Deposit Melting Room shall be of 1" thick cast iron with heavy hubs at joints. Anchor to the steel framing or masonry at least every 4'0" with heavy asphalted wrought iron straps.

LOUVRES & FRAMES.

The frames and cornice at the top of the vent shaft shall have stiffening ribs, the top to have holes drilled for securing the expanded metal. Form rings and collars at smoke stack and make water tight joints. At the bottom provide continuous angle, which shall be secured to the masonry with 4" expansion bolts, one at each angle and one at each center mullion. Cast lugs on under side of louvres and secure to the frames with tap screws.

The frames for louvres in dormers shall be made to receive the copper flashings and be secured to the steel framing with tap screws. The louvres shall be of cast iron with steel pivots with brass sockets in the frames, be fitted closely and have approved, easy working device for operating them from the floor.

TRENCH COVER.

The trench in the rolling and cutting room shall have cast iron frame, with rebated jambs with flanges and stiffening webs at bottom. Provide cross webs every 3'0" and anchor securely to the concrete. Fit with 1/4" steel plates properly reinforced, in about 3'0" lengths, with countersunk lifting rings.

BUFFERS.

Around the stack of flues and around pilasters in the machine room provide buffers as shown on drawing # 115 of 1/4" steel plates with cast iron corners and anchor to the fireproofing with through bolts.

CLEANOUT DOORS.

Provide cleanout doors where indicated of approved pattern, with frames of 5/8" metal securely anchored to the wall.

TRIM.

Cast iron frames shall be planed to a true, straight surface for receiving other finish and be countersunk wherever necessary for hardware, etc. Casing at walls and around balcony fronts shall be made to receive the flooring, and be closely fitted to the plastering.

All cast iron trim, etc., shall be not less than 3/8" thick and have stiffening webs on the back at least every 2'0" and shall be well secured in place with tap screws (or expansion bolts, as the case may require) placed, where practicable, so as to be concealed. Cast iron or steel brackets must be supplied wherever required to secure cast iron finish rigidly in place.

THRESHOLDS.

All metal thresholds shall have upper surfaces channeled or checkered, to be not less than 1/2" thick exclusive of checkers, and be secured in place with countersunk expansion bolts, two at each end and intermediate ones staggered and spaced not over 15" apart. Where required for door bolts, holes must be drilled.

LAMP STANDARDS.

The lamp standards at the driveway entrances shall be cast iron, with joints made to keep out moisture, be bolted together in such a manner as to be perfectly rigid and be secured to the masonry with heavy expansion bolts. Near the bottom of standards provide handholes in driveway pavement for access to the wires and pipes, the covers to the handholes shall be flanged, rebated, and provided with device for holding in place and locking.

Fit each standard with three 50 c.p. electric lamp sockets and furnish with ground glass globes.

Wire each fixture and extend wires in conduit to handhole ready to connect with the general lighting system.

STAIRS.

The main stair shall have steel framing with riveted connections, with cast iron string and well casings. The cast iron knees

supporting treads and risers shall be bolted to the steel framing.

The strings and casings shall have stiffening webs on back every 2'0", have lugs for securing the treads and risers, be moulded and paneled as shown, and be made to fit closely to the plastering. Secure to the masonry and steel framing with expansion bolts or tap screws as the conditions may require, staggered and spaced not over 2'0" apart.

The risers shall have paneled fronts, be mitred to strings, be flanged and doweled at the top and channeled at the bottom to receive the marble treads and platforms.

The risers of the rear stairs shall be similar to those of the main stair, except all but the starting risers will have perforated design, the first risers to be plain.

The treads and platforms of the rear stairs shall have upper surfaces channeled or checkered, the platforms to have diagonal stiffening ribs on the underside.

The newels shall be secured to the steel framing with 5/8" rods passing through the newels.

ORNAMENTAL WROUGHT IRON.

The ornamental wrought iron shall be the best hand forged work, finished under the hammer, no stamped or cast work to be used, and members in contact shall be welded where practicable; where not, to be riveted.

All details must be carefully followed, scrolls to be made true to curve, and all work firmly secured in place. Sizes, where not given, shall be of such dimensions that the work when in place will be perfectly rigid.

ELEVATOR SCREENS.

The elevator screen on the mezzanine floor shall have bars framed together, and have corners welded. The panels at the bottom shall be of 1/8" sheet steel, flanged and riveted to the frames. At backs of panels provide angle stiffeners, the bolts securing stiffeners to have ornamental heads on face.

The door shall be hung on approved steel hangers with anti-friction sheaves and be fitted with approved elevator door lock.

Provide rubber bumpers at each side of opening for the door to strike against.

The screen shall be so constructed that the door can be shoved back and the entire screen swing out.

RAILINGS.

The railing for the main stair shall be framed together, have the standards shouldered and headed into flats at the top and be secured to the strings at the bottom with bolts with ornamental heads. Secure to the wood handrail with heavy brass screws about ^{every} 2'0". Special patterns must be provided for the different turns in the railing.

The railing for the rear stairs shall be shouldered and headed into flats at top and bottom, the flats to be secured to the string and hand rail with screws not over 2'0" apart.

The railing for the balconies in the mezzanine story shall be similar to the railing for the main stair, except the standards shall be plain at the bottom, be flattened, bent and secured to the steel framing with heavy tap screws with ornamental heads. Provide cast iron blocks with solid bearing on the steel framing and the casing at each standard.

GRILLES.

All grilles now in basement windows shall be removed and replaced with new grilles. All grilles shall be properly framed together, generally wide pieces to be punched for smaller pieces to pass through, similar pieces where crossing to be halved and abutting pieces to be mortised and tenoned, except on the outside bars where abutting pieces shall be shouldered and headed, the bars in the grilles of basement windows and doors to have 2 1/4" cubes at the junction of vertical and horizontal bars, and have ends upset.

Grilles in basement windows shall be secured to the masonry with heavy expansion bolts and the grilles in other openings shall have horizontals riveted to bars which shall extend and be leaded in the masonry.

The grilles in screen partitions shall be 2" woven mesh brass flats riveted wherever crossing; with channel frames secured to the wood work with heavy screws.

GATES.

The gates in the basement, (except at elevators and on stair landings) shall be made as above specified for grilles of similar design. The gates to the outside basement entrances shall have the back bars at centre and near each end turned true and have cast iron hinges with brass bushings secured to the masonry with 6" expansion bolts. At the bottom a turned steel pivot with heavy plate shall be secured to the masonry with expansion bolts which shall fit sockets provided in foot of back bar, the socket to have hole for oiling.

The gates in the basement corridors shall each have three steel hinges, with heavy turned steel pins, riveted to the gates and secured to the steel frames with heavy tap screws.

At the foot of one gate of each pair provide a heavy sliding bolt with combined strike plate and keeper secured to the masonry with expansion bolts.

Fit each single gate and each pair of gates with approved latches and locks and each gate with hooks for holding them open.

FOLDING GATES.

The folding gates shall be of a design that will fold up and swing back against the wall, be of sufficient strength and have approved fasteners. Cuts must be submitted showing design of gates the contractor proposes to use.

LANTERNS.

at main entrance

The lanterns shall have all joints welded, be securely braced at angles, have one side hinged and fitted with approved fastening device and be glazed with polished plate glass held in place with metal beads. Lanterns for rear wall to have 15" ground glass globes.

Fit each lantern with three 50 c.p. electric sockets. Wire the fixtures, and run #14 duplex rubber covered wire from each fixture (the wires to be run in 5/8" steel conduits) to inside face of building wall and leave sufficient length of wire for connecting with the general lighting system of the building.

The member carrying the conduit and wires must be made in the form of a channel and have iron cover plate put on so as to give easy access to the conduit and wires, but joints must be water tight.

VAULT LININGS.

Provide and set steel linings for vaults H, K and L, in accordance with miscellaneous drawing M-12, combine Vaults B and C as indicated, closing one door opening with steel plates neatly fitted. Particular care must be exercised that the door openings shall be perfectly square and of exact dimensions called for in order that the doors and vestibules which are in another contract may be properly fitted.

FINISHING AND PAINTING OF IRON WORK.

All the ornamental wrought and cast iron of the main stair hall shall be electro bronze plated. The metal must be thoroughly cleaned of all scales, rust and dirt after which the bronze shall be directly deposited on the metal in such a manner as not to peel off when bent or twisted and be of such thickness as to permit oxidization from acid fumes, and when so oxidized to withstand cleaning with a steel brush without injury, or to prevent rusting when exposed to moisture. The plating shall match the bronze doors at the entrance in color and surface finish.

All structural steel and iron work, including furring, smoke stacks, vault linings, etc., before leaving the shop, shall be cleaned of all scales, rust and dirt, and after inspection, given one coat of paint before assembling. Where pieces are in contact each surface must receive one coat of paint before assembling. After erection all structural steel and iron work, and all parts of floor beams and girders now in place exposed above the floor arches, and any steel the paint of which shall be injured by the work of this contract shall be given two coats; parts inaccessible after erection to be given three coats before.

All planed or turned surfaces shall be given a coat of white lead and tallow immediately after being machined or tooled.

All ornamental cast and wrought iron shall be given a coat of boiled linseed oil; then, exterior iron shall be given a coat of red lead and oil and two coats of white lead and oil of tints as directed and all interior ornamental iron (except as otherwise specified), two coats of rustless black paint, of dull finish and of such character as will not destroy the texture of the iron.

The paint for structural steel, and iron shall be composed of red lead and raw linseed oil, in the proportion of one gallon of oil to 25 lbs. of red lead.

All materials for painting must be of the best quality, be delivered in the original packages, with seals unbroken, and be mixed on the premises.

-----B R O N Z E W O R K-----

FRONT DOORS.

The outside doors and frames of the main entrance shall be of the best quality cast bronze, composed of copper, zinc and tin in the proper proportions to produce the desired color, satisfactory to the Supervising Architect. The composition shall be free from lead or spelter and the metal shall be of sufficient thickness to give the proper strength and the work must be finished smooth.

Secure together with countersunk bolts and screws, placed, where practicable, so as to be concealed.

The frames shall be anchored to the masonry with $3/4$ " expansion bolts staggered and spaced not over 20" apart. Each door shall have at least three hinges with steel bushings, of the proper size to carry the doors. Provide the standing leaf with $7/8$ " extension top and foot bolts, operated with T handle within easy reach.

Provide the swing leaf with at least three $7/8$ " bolts to be thrown by a lever, with handle corresponding with the handle of bolts on other leaf, the bolts to be beveled so as to draw the doors close together when closed. Provide locks and other hardware, designs of which must be submitted to and receive the approval of the Supervising Architect before being put in place.

GRILLES.

The grilles under the seats near the main entrance shall be of cast bronze as above specified. The valves shall be horizontal and made to work easily. Set the frames in plaster of Paris and secure to the marble work with countersunk screws.

MEDALLION.

The medallion with the U.S. Coat of Arms in the main vestibule floor shall be of cast brass at least $3/8$ " thick. Finish with a tool wherever necessary to obtain the desired effect.

-----SHEET METAL WORK AND ROOFING-----

GUARANTEE.

All work in connection with the roofs, as required by these specifications, shall be maintained water tight for a period of two years from the date of final payment for this contract, and should defects of any description, either in the workmanship or the material, develop within that time the contractor shall immediately, when called upon by the Supervising Architect, without expense to the Government, make good such part of the roof in every particular, and any work or materials displaced or damaged in repairing or replacing such work shall be made good and the work left in perfect condition.

SHEET METAL.

All joints of sheet metal work, unless otherwise specified, shall be lapped and riveted, all mitres butted, with straps, riveted on the back, and all joints must be soldered. Where necessary for strength or stiffness, heavy gusset plates must be employed, to be thoroughly riveted in place.

CEILING LIGHT.

The iron framing of the ceiling lights shall be covered with mouldings of 20 oz. cold rolled copper, to be folded over the iron at top and secured to same with brass bolts at least every 20".

SKYLIGHTS.

The skylights shall be of 16 oz. cold rolled copper with 3/16" x 3" steel stiffening bars in hips, ribs and ridges. Form and

connect all necessary gutters, condensation gutters, drips, and caps in an approved manner, and provide the necessary outlets to gutters. The caps shall have 3 lb. sheet lead linings, and be secured to the iron bars with brass bolts or tap screws with lead washers at least every 9". Glaze with 3/8" hammered glass set on strips of asbestos felt.

FLASHINGS.

All flashings and counter flashings shall be 16 oz. soft copper, flashings to extend under roof coverings on upper surfaces at least 12", to the bottom of covering tile on lower surfaces, and extend up against vertical surfaces at least 6", counter flashing shall extend to within 1" of roof and flashings in raglets shall be leaded in place and have raglets pointed with elastic cement.

ELEVATOR HOUSES, ETC.

Cover the elevator houses and skylight curbs with 16 oz. soft copper, lay with single lock seams at least 1 1/2" wide, hammer flat and solder. Carry up under the skylights and turn down on the inside. Secure in place with 1 1/2" x 4" copper cleats, secured to the terra cotta and turned in with the seams.

DORMERS AND PIPE SLEEVES.

The sheet metal in connection with the dormers and pipe sleeves for acid pipes shall be of 16 oz. hard copper with locked and soldered joints. Before laying the copper stretch #16 gauge expanded metal and secure the copper to the steel work and the metal lath.

GLAZED PARTITIONS.

All wood work, including doors, in connection with the glazed partition in the engine room shall be covered with 14 oz. hard copper secured in place with brass headed nails.

DOORS.

Doors "R" "U" and "U'" shall be covered with ~~tin~~ tin laid in the same manner as specified for copper on the elevator houses. Before laying the tin give the underside a heavy coat of metallic paint.

DOOR POCKETS.

All pockets for sliding doors shall be lined with #24 U.S. Gauge galvanized iron, with stiffening bars on sides.

FLUE LININGS.

Present flue linings shall be extended and new flue linings provided, where so indicated, of #24 B.W. gauge galvanized iron, and left for future connection in the attic.

REGISTERS.

Black Japanned registers of plain lattice design and of sizes noted on the drawings, shall be provided for all heating and ventilating flues.

Except the register under seats in main vestibule, which are specified under "Bronze Work" and all toilet room registers. All register frames must be set in plaster of Paris and secured in place with the copper clips which have been riveted to the flue linings.

SPANISH TILE.

The Spanish tile on the new dormers shall be the same and be laid in same manner as the tile now in place.

Furnish and set new tile, flashing, etc., wherever required by the changes in work included in this contract.

Repair the three cracks in tiling of present roof approximately a total of 112 lineal feet by removing cracked tiles and laying new ones to match pointing up with elastic cement.

-----P L A S T E R I N G-----

LATHING.

All lathing shall be of metal, either #20 U.S. Standard gauge wire cloth $3/8$ " mesh stiffened every 7" with rods $5/16$ " diameter, #24 U.S. Standard gauge expanded metal lath or other approved metal lath not less than #26 gauge, all secured to the masonry where in connection with the same, and to the metal furring every 6' with #16 soft copper wire.

All wall chases, abandoned outlets and inlets of flues and enclosures for pipes must be covered with the expanded metal extending 9" on either side. Where metal lath adjoins masonry it must extend on the masonry at least 6" and be secured to same,

CEMENT PLASTERING.

All walls of the basement requiring plastering, the walls of the light shafts, the walls of toilet rooms in the attic, and wherever cement wainscoting is required, shall be given two coats of mortar composed of one volume of Portland cement and two volumes of sand. The first coat shall contain as much water as it is practicable to use, and before the initial set commences the second coat shall be applied and troweled to a smooth even surface, without the use of dry cement. The bases of wainscoting shall be run in place and must be straight and true.

HARD PLASTERING.

All walls and ceilings which are to be plastered, except where cement plastering as above specified is required, shall be given three coats (all plastering will be omitted behind marble wainscoting) of hard plaster, except behind base skirting, where finished coat may be omitted. The finish coat shall be white, troweled smooth. The first coat on metal lath shall be applied with force so as to thoroughly imbed the lath.

All plastering to be done with a standard brand of hard plaster, which must be delivered at the building (to the contractor,) mixed with the proper proportion of sand and ready for application after the addition of water, or in the shape of mortar mixed with sand and water ready for use. The sand must be of a quality satisfactory to the Supervising Architect, and not more than two parts of sand to one of stucco shall be used in the mixture, whether mixed by the manufacturer at the building or at his factory. The finished material must be delivered by the manufacturer to the contractor as above required, and under no circumstances will the contractor be permitted to add any solid materials. The plaster must be of such nature that under any condition the finish coat may be applied within 12 days from the starting of the first coat, without detriment to any portion of the work. The bidder must state on the proposal sheet, the brand, with the name of maker and place of manufacture of the hard plaster proposed to be used by him, which must be satisfactory in all respects to the Supervising Architect, and if not acceptable the contractor must submit another, or other brands in lieu thereof, which will be satisfactory to the Supervising Architect; and the finished work must be equal to the best it is possible to obtain with the use of any hard plaster.

The plaster must be applied in accordance with the specification of the company supplying the same calling for the best quality of materials and finish for the work required, and to be of such thickness as to leave all surfaces straight and true.

All walls must be swept clean, and the masonry wetted immediately before being plastered.

External angles not otherwise indicated shall have approved metal corner beads. All angles between walls and ceilings having no cornice shall have cove with 3" radius, unless otherwise noted. All angles must be true, and the plastering when complete shall be clean, free from blisters, discolorations, cracks, or other defects.

CORNICES.

All cornices, mouldings and beds for ornament must be run in their place and be in strict accordance with full sized details which will be furnished the contractor. All modeling must be done in an artistic manner, be finished by hand after casting, and be set and pointed so joints will not show.

Photographs in duplicate of all ornament must be submitted, to and be approved by the Supervising Architect before casting.

FINISH OF BASEMENT.

Unplastered walls and ceilings of the basement shall be swept clean and given two coats of approved white cold water paint.

-----M A R B L E W O R K-----

Marble work in connection with toilet rooms will not be included in this contract.

QUALITY.

All marble shall be of the best quality. All marbles in connection with the floors, except for mosaic work shall be strongly veined red marble and all other marble veined white Vermont.

FINISH.

The exposed surfaces of all floor tiling, borders and treads shall be hone finish and of all other marble highly polished. No slabs shall be less than $7/8$ " thick. External angles of cornices, mouldings, etc., shall be without joints, and where joints are necessary they shall be placed on the sides least exposed to view.

SETTING.

Drawings in triplicate, showing the jointing and thickness of all marble work must be submitted by the contractor, as hereinbefore specified, and the work must not be gotten out until such drawings have been approved by the Supervising Architect.

All marble work in connection with the floors shall be bedded in mortar composed of equal volumes of Portland cement and sand, and all other marble bedded and jointed in plaster of Paris and secured in place with $1/8$ " copper wire anchors spaced generally not more than 12" apart, and placed only so as to be concealed. Where bolts, rods, dowels or other special anchors are necessary the same must be supplied by the contractor. All joints shall be rubbed and fitted close, square, and even, and marble which is not against masonry shall be backed with terra cotta blocks.

Special attention must be given to matching the veins of the marble, contiguous slabs, where possible, shall be from the same block, sawn to open like the leaves of a book.

COLUMNS AND PILASTERS.

The shafts of columns shall be turned, each in single piece, with entasis as shown. Pilasters shall be jointed and have entases corresponding with the columns. Anchor the columns to the iron work at the top.

SEATS.

The seats shall be in single pieces, and have registers properly secured in place as specified under bronze work.

FLOOR TILING.

All floor tiling shall be of white marble $7/8$ " thick after being dressed, and must be set by beginning in the centre and working toward the walls. Fill all joints with a neat Portland cement grout and when mortar has set rub down to a smooth even surface.

TREADS.

The treads shall be $1\ 1/2$ " thick, each in one piece, and have moulded edges with return at ends. Fit closely and secure in place.

CARVING.

All carving must be done in a spirited and artistic manner from drawings which will be furnished the contractor.

FLOOR BORDERS.

The marble borders and panels shall be $7/8$ " thick, in long lengths, extend close to walls, be fitted against thresholds, and have all joints filled with thin neat cement grout.

The mosaic borders shall be composed of richly colored marbles of such size as the design may require, but generally not over $5/8$ " square on face, not less than $1/2$ " thick with rough backs, set in neat Portland cement mortar with a minimum joint. The color and design shall be approved by the Supervising Architect before being laid.

TERRAZZO.

Fill with concrete as hereinbefore specified for filling over floor arches, tamping the same well in place, and before initial set commences spread a wearing surface at least $1/2$ " thick, composed of equal volumes of white marble chips and Portland cement thoroughly mixed. Trowel and roll and after the mortar has set rub the terrazzo and borders to a smooth even surface and wash clean.

The brass medallion, hereinbefore specified shall be set in the centre of entrance vestibule and secured in place.

GLAZED TILING.

All glazed tiling shall be white, be set with close joints, in plaster of Paris.

THRESHOLDS.

Doors opening upon terrazzo floors, not otherwise provided for, shall have $1\ 3/8$ " marble thresholds, with beveled edges, set $1/2$ " above the floor.

-----C A R P E N T E R W O R K-----

All miscellaneous iron work that may be required in connection with wood work must be supplied by the contractor.

WOOD STRIPS.

Wherever wood floors are required beveled wood strips, 2" x 3", 16" on centres must be bedded in the concrete.

FINISHING LUMBER.

All finishing lumber, including finished flooring, shall be of the best quality, selected clear stock, thoroughly seasoned and kiln dried, contain not more than 12% moisture at the time of setting in place, be bright and uniform in color, free from sap, shakes, knots or other defects. The finish in the basement, shall be hard pine and elsewhere, throughout the entire building, of white oak, all finish to be quarter sawed. The sides, bottoms and backs of drawers and cupboard shelves shall be of clear poplar.

WORKMANSHIP.

All wood work shall be plowed or rebated together, in such a manner as to conceal any shrinkage. Outside work shall be made so water will not get into joints and must be put together with stiff white lead.

All nails must be driven in quirks or angles and all finish as far as possible must be secured in place from the back, or with screws so placed as to be entirely concealed, and nowhere are wood plugs to be employed for securing the finish to the walls.

Where veneering is done both sides must be veneered with the same kind of wood where practicable, the veneers to be the same thickness.

Defects occurring in either workmanship or materials, such as opening of joints, splitting, shrinking or warping, within 6 months from date of completion and acceptance of the work shall be removed and made good, together with all work affected by such repairs, without expense to the Government.

All surfaces coming in contact with masonry and plastering shall be painted as hereinafter specified.

CARVING.

All ornament shall be hand carved from solid wood in an artistic manner, in strict accordance with details or models that will be furnished the contractor.

PANELING.

Panel framing and panels (except doors) may be solid or veneered, the veneers to be not less than 1/8" thick, solid panels shall be sawed in two, be reversed and glued together.

DOOR FRAMES.

Frames for swinging doors shall have double rebated the full thickness of the doors, and the double acting doors must be hung on

projections formed in centre of frames. Where not otherwise indicated door frames shall be 2 1/4" thick, but in all cases thick enough to form all rebates and projections from solid pieces as in no case will it be permitted to form them by nailing or gluing on strips.

Frames must be secured to the masonry with bolts, or screws, so placed as to be concealed by other finish.

DOORS.

Entrance doors shall be 2 1/4" thick and interior doors generally 1 3/4" thick. The stiles and rails of all doors, shall be built of clear white pine strips 7/8" by the thickness of the cores, and be veneered, the side veneers to be not less than 1/8" thick, and the edge veneers not less than 1/2" thick. The meeting rails of double-swinging doors (except double acting doors) shall have beveled astragals on edges. Doors U and U' shall have panels made of two thicknesses of 7/8" thick by not over 5 1/2" matched pine, one side to be laid diagonally, and the doors covered with tin, as hereinbefore specified.

WINDOW FRAMES.

The exterior window frames shall be of the best quality white pine, except pulley stiles and parting strips of box frames, which shall be of the best quality long leaf yellow pine. Frames with circular head sash shall be made so lower sash will raise the full height.

Pockets in pulley stiles of box frames shall be as long as possible, the covers to be secured in place with countersunk heavy brass screws. Parting strips shall be tightly fitted into grooves, but not fastened. Within the boxes hang #20 galvanized iron strips to separate the weights.

Hinged and pivoted sash shall have frames not less than 2 1/4" thick, rebated for the sash.

The sills of all exterior frames shall be plowed to fit the lips on masonry sills and shall be bedded in hair mortar, the joints to be made water tight.

All frames shall be anchored to the masonry with galvanized wrought iron hold fasts not over 3'0" apart.

All outside frames shall be tightly calked from both sides with clean oakum before permanently securing the beads in place.

SASH.

All sash not otherwise noted, shall be 1 3/4" thick; transoms to be the same thickness as the doors or windows over which they come.

Exterior sash shall be of white pine and interior sash of the same wood as adjoining finish.

Pivoted sash shall have mouldings on both sides of the sash to cover the joints, the mouldings to be secured to the sash or frame as the case may require.

All sash over 4'0" wide shall have 1 1/4" T to let into the bottom rail.

SCREENS.

The counters of the screens shall be $1 \frac{3}{8}$ " thick with saw cuts 2" apart on the under side within $\frac{3}{8}$ " of the top, or under side of plate glass hereinafter specified, which must be let into the wood work flush with the top.

Money drawers with compartments shall be provided at the windows, and similar drawers without compartments beneath the counters where indicated. All drawers shall be made easy running, have sides and fronts doweled or dovetailed together and have grain of the wood in the bottom to run across the drawers. Provide dust panels below all drawers.

Cupboards with adjustable shelves on Z shaped metal supports, arranged as directed by the Superintendent, shall be provided where indicated, the cupboards to be provided with doors.

BASE.

In the finished portion of the building, where wainscoting or other base is not required, there shall be a $\frac{7}{8}$ " thick wood base with moulding on the upper edge, put down before the floor is laid.

CHAIR RAILING AND PICTURE MOULDING.

All office rooms, shall have a $2 \frac{1}{2}$ " picture moulding and rooms not having wainscoting, a chair rail about 3'0" above the floor line.

FLOORING.

All the wood flooring shall be best quality maple flooring, that in the basement and where so noted to be 2" thick and elsewhere $1 \frac{1}{8}$ " finished thickness, by not more than $2 \frac{1}{4}$ " face width bored, matched after being kiln dried, laid close and blind nailed to every bearing. No flooring shall be laid until all finish and base are in place, and all flooring must be cut between the base so as to make a perfect joint, as no shoe moulding will be permitted under any pretext. All cross joints must be closely fitted and broken only over solid bearings, unless ends are matched.

The surface of wood floors must be protected from stains, grit, etc., until the completion of the contract, when they must be smoothed and scraped ready for finishing.

THRESHOLDS.

Quarter sawed white oak thresholds, $\frac{1}{2}$ " thick with beveled edges, shall be provided and secured in place at all openings between rooms having wood floors.

-----H A R D W A R E-----

QUALITY.

All hardware necessary to complete the work, must be furnished and put in place, whether specifically mentioned or not, and except where otherwise specified, to be real bronze metal of heavy pattern and plain finish.

BUTTS.

All swinging doors, except double acting doors, shall be hung on three, five knuckled, loose pin, steel bushed butts with tips, and horizontally hung sash and transoms hung on fixed pin butts without tips. Butts for 2 1/4" and 1 3/4" thick doors shall be 5" high and weigh 4 lbs. 5 oz. per pair, and for doors less than 1 3/4" thick, 4" high and weigh 3 lbs. per pair. Hinged sash shall be hung with 3" butts which shall not weigh less than 1 lb. per pair. Cupboard doors to be hung on 2" butts. All butts shall be of sufficient width to swing the doors clear of all finish and if necessary shall be heavier than above specified.

Double acting doors shall be hung with one pair of double acting spring hinges to each leaf, the hinges to be made so they will not pull away from the jambs at the top and must be of approved design and of ample size to carry the doors.

LOCKS.

All locks and latches shall be mortise (latches shall have antifriction attachments,) have bronze metal bolts, face and strike plates (the strike plates generally to be bent and be of such size as to protect the finish) and the tumblers of all locks must differ so that each lock can be opened only with the keys belonging to it.

Locks for exterior swinging doors and doors opening into rooms from corridors shall have cylinders with five tumblers and three corrugated keys, latches and dead bolts, the latch bolts to be operated by the knob on either side, the outside knobs to be regulated by stop work on the face. The dead bolt shall be operated with a key on either side.

Locks for doors between communicating rooms shall have latch as above specified, but without stop work, and dead bolt operated with key on either side.

Locks for doors opening into toilet rooms shall be similar to locks for doors between communicating rooms, except that the dead bolt shall be operated only from toilet room side and by a thumb piece.

Doors for closets shall have latch operated with knob and dead bolt with key only from outside.

All interior door locks, except locks for closet doors shall be master keyed in sets as may be directed.

All knobs, shall have spindles, set not less than 2 3/4" from edge of the door.

All knobs shall be oval. The knobs for exterior doors shall be 2 1/4" and for inside doors 1 3/4" their shortest diameters.

All doors shall have combined roses and escutcheons about 4" x 12", double doors to have each leaf trimmed in a similar manner.

The sliding doors between boiler and engine rooms to have heavy lever latch and other sliding doors shall have approved cylinder sliding door locks to open on outside only with keys.

All drawers and cupboard doors shall have 2" x 1 3/4" cabinet locks with duplicate flat keys. Sash pivoted top and bottom, shall have mortise French window latches with handles and be fitted with bar sash adjusters designed to hold and lock sash at any angle when open. Sash hinged at top, shall have spring catches and have hooks at each side for holding open.

SLIDING DOOR HANGERS.

The sliding doors shall have approved overhead, wrought iron door hangers, with antifriction sheaves and the necessary steel rails, guides, etc., and be hung so as to work easily. Doors R, U & U' to be hung so as to close by gravity.

AXLE PULLEYS.

The box frames shall have bronzed faced axle pulleys with brass rollers with antifriction bearings, the rollers to be 2 1/2" on running face, and turned to fit the sash chain.

SASH CHAIN, ETC.

The sash in box frames shall be hung on composition metal sash chain having a tensile strength of 400 lbs. and have weights to exactly counterbalance the sash. The sliding sash and grilles in screens to be hung with spring balances, or hinged as indicated.

SASH LIFTS, ETC.

The sliding sash shall have approved sash fasteners, two socket lifts on each lower sash and socket plates on upper sash. Furnish for each room sash pulls with 1 1/4" x 6'0" poles.

TRANSOM OPENERS.

All horizontally hung or pivoted sash and transoms (except basement windows shall have bronze transom openers with not less than 3/8" bronze plated rods, the handles to come within easy reach. Wherever necessary provide extra length arms, special forms, or heavier rods as may be required. Where transom openers cannot be employed provide bronze composition metal, stay chains on each side and fit with heavy spring ring catches. A special approved gear device must be provided for opening the pivoted and hinged sash in the ceiling lights, to be operated from a convenient point in the floor below.

PIVOTS.

All pivoted transom and sash shall have rebated centres with at least 5/8" pins and 3/16" plates.

BOLTS.

One leaf of double swinging doors (except double acting doors shall have bronze metal mortise bolts with heavy steel rods, to be operated at the centre with handles.

DRAWER PULLS.

Each drawer must be fitted with two pulls.

DOOR STOPS, ETC.

Hard wood door stops with rubber tips must be provided for all swinging doors.

Provide basement entrance doors with liquid or pneumatic door springs and checks of approved size and all double acting doors with $3/8$ " brass hooks to hold doors when open.

DOOR PIATES.

Both sides of each leaf of double acting doors shall have $3/32$ " thick push and kick plates with beveled edges, the push plates to be 24" long by as wide as the stiles will permit, the kick plates to leave $1/2$ " margin of the bottom rail on all sides.

All oak finish, and pine cash in connection therewith, to be carefully filled and given four coats of varnish, the three first coats to be rubbed down with pumice stone and oil and the last coat with pumice stone and water, and after having thoroughly dried to be given a coat of raw linseed oil and wiped to a dead finish. At least three days must elapse between the laying on and rubbing down of the varnish. The first coat of varnish on white pine cash in connection with hard wood to be colored, so when finished it will match the finished hard wood. Hard pine finish to be given one coat of shellac and two coats of varnish. The first two coats to be sandpapered. The pulley stiles and parting strips of hot finish to be given two coats of linseed oil.

INTERIORS.

The doors opening from the corridors to have the title of the department and office hours, the letters to be 3" high, of XX gold leaf stenciled in black.

FLOORS.

When all other work is completed, the wood floors are to be thoroughly smoothed and given one coat of hot raw linseed oil, and one coat of boiled linseed oil, the first coat of oil to have sufficient stain to give the floors the desired tint when finished. At least 3 days to elapse between each coat of oil.

MATERIALS.

All paints, varnishes, colors, and oils to be of the best quality delivered in unbroken packages bearing the brand and maker's name, must be mixed on the premises, be subject to inspection, and rejected materials removed from the premises. White lead shall be free from neutral lead and varnish shall contain not less than 20% best quality imported gum and no resin or petroleum product.

-----PAINTING AND VARNISHING.-----

PAINTING.

The outside of all exterior sash, frames, and other exterior woodwork (except hard wood doors) the cement plastering in light shafts, the tin covered doors and all exterior copper work shall be given, in addition to any previous painting, three coats of white lead and linseed oil of tints as directed.

All door and window frames, sills, casing, skirting, or other finishing woodwork which is in contact with masonry or plastering, shall be given a heavy coat of mineral paint on the back.

The cement wainscoting shall be sized and given two coats of approved enamel paint in colors as directed. The plastering along rear stair cases to be painted in the same manner to the height of the marble wainscoting in the mezzanine story, a narrow border of different color to be painted at top.

VARNISHING.

All oak finish, and pine sash in connection therewith, to be carefully filled and given four coats of varnish, the three first coats to be rubbed down with pumice stone and oil and the last coat with pumice stone and water, and after having thoroughly dried to be given a coat of raw linseed oil and wiped to a dead finish. At least three days must elapse between the laying on and rubbing down of the varnish. The first coat of varnish on white pine sash in connection with hard wood to be colored, so when finished it will match the finished hard wood. Hard pine finish to be given one coat of shellac and two coats of varnish. The first two coats to be sandpapered. The pulley stiles and parting strips of box frames to be given two coats of linseed oil.

LETTERING.

The doors opening from the corridors to have the title of the occupant and office hours, the letters to be 3" high, of XX gold leaf shaded in black.

OILING.

When all other work is completed, the wood floors are to be thoroughly smoothed, and given one coat of hot raw linseed oil, and one coat of boiled linseed oil, the first coat of oil to have sufficient stain to give the floors the desired tint when finished. At least 4 days to elapse between each coat of oil.

MATERIALS.

All paints, varnishes, colors, and oils to be of the best quality, delivered in unbroken packages bearing the brand and maker's name, must be mixed on the premises, be subject to inspection, and rejected materials removed from the premises. White lead shall be free from neutral lead and varnish shall contain not less than 25% best quality imported gum and no rosin or petroleum product.

-----G L A Z I N G-----

All glass, not otherwise noted or specified, shall be of the best quality plate. That for doors and window opening from corridors, for doors and windows of toilet rooms, for windows opening into light shaft, and where so noted to be chipped plate and all other glass polished.

All the above glass shall be set without springing in a bed of putty, and secured in place with glazing beads or mouldings fastened with nickel plated screws spaced 6" apart, but using at least two screws to each length of bead.

3/8" plate glass shall be bedded on green felt in the counter tops, to be set flush with the woodwork.

-----A P P R O A C H E S-----

All workmanship and materials, unless otherwise indicated, shall correspond with similar work in the building.

The contractor must state in his proposal sheet the amount included for the approaches.

CURBS, ETC.

All curbs shall be pointed smooth to 2" below grades, be set with close joints, plumb, true to line and grade and in conformity with municipal regulations.

DRIVEWAY.

The driveway shall be laid with granite blocks on a 6" concrete base, with a 6" foundation of broken stone or gravel.

The stone of the foundation shall be broken to pass through 3" mesh sieve, the earth and stone to each be thoroughly rolled or tamped.

The concrete shall be composed of one volume of Portland cement, three volumes of sand, and five volumes of hard stone broken to pass through a 2" mesh sieve, and shall be laid with the proper fall.

The granite blocks shall be about 8" square by 4" thick, cut so sides will form close joints and have level top surfaces. Lay the blocks with their longest dimensions at right angle to the driveway, in straight and continuous courses, with close joints, in 2" of sand, breaking joints at least 2". Ram with a heavy rammer until the stones find a firm bed, the finished surface to be uniform and to grade.

After ramming is completed, and when so directed by the Superintendent, fill all joints with clean gravel thoroughly brushed in and then pour full of hot tar cement of the proper consistency, but tar that has been burned in heating shall not be used. After filling the joints with tar and while the tar is hot cover the surface with fine hot sand.

WHEEL GUARDS.

New granite wheel guards must be provided and placed where indicated, to extend at least 2'6" below grade and have 1'0" concrete foundation like that specified for driveway.

SIDEWALK.

The sidewalks shall have a 4" concrete base and a 1" finish coat, laid on an 8" bed of broken stone or cinders, the broken stone or cinders to be well rolled or tamped in place before the concrete is laid. The concrete shall be composed of one volume of loose Portland cement, two volumes of loose sand, and three volumes of hard stone broken to pass through a 1" mesh sieve. Lay off in blocks about 4'0" square, the joints to extend at least half way through the concrete, and before the concrete commences to set spread the finish coat, composed of equal volumes of Portland cement and finely crushed granite, mixed with only enough water to thoroughly dampen the mass, as dusting with dry cement in finishing will not be

permitted. Trowel thoroughly, to a smooth even surface, cut through on lines coinciding with the joints in the concrete, and finish with a V shaped tool. Leave $1\frac{1}{2}$ " margins around the edge of each slab and roll the space within with a toothed roller to form indentations for foot hold. Finish close to the building, steps, etc., and to the proper grades. Keep $\frac{1}{8}$ " above the curb where coming against same and form coping along grass.

The walks must be kept moist and be protected from the sun until the cement has set, then covered with 1" of wet sand, which must be removed after 6 days.

Fill over the brick arches over well room, ash room and coal vault with concrete, and finish in the same manner as specified for sidewalk, except the top surface shall be divided into 6" squares which shall be finished with a V shaped tool to form foot hold for horses.

GUTTERS, ETC.

The gutters along walls at inside of lot line shall be vitrified tile, straight, true and out of wind be laid with fall to outlets, bedded in a 6" bed of concrete like that specified for the driveway.

The catch basins for gutters and drain pipes from same will be provided under another contract.

SOILING AND SEEDING.

After carefully grading with approved earth, the portions marked grass shall have 1'0" of rich loam, be seeded with approved grass seed, rolled, cut, watered and maintained until a good growth is assured.

James Knox Taylor,

Supervising Architect.

PROPOSAL FOR THE COMPLETION (EXCEPT SAFETY VAULTS, PLUMBING, HEATING APPARATUS, ELEVATORS, ELECTRIC WIRING AND CONDUITS) OF THE U.S. MINT, AT DENVER, COLORADO.

N.B.

After this proposal sheet is filled out it must not be forwarded under frank, but must be detached and forwarded under separate cover, with postage prepaid by the contractor.

August 12

-----1902.

To the

Supervising Architect,
Treasury Department,
Washington, D.C.

Sir:

_____ hereby propose to furnish all the materials and labor required for the completion, (except safety vaults, plumbing, heating apparatus, elevators, electric wiring and conduits) of the U.S. Mint at Denver, Colorado, in strict accordance with drawings Nos. 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 126-A, and M-12, the specifications, such other details and models as may be furnished and the instructions of the Superintendent, for the sum of:--

two dollars

Two Hundred & Thirteen Thousand Four Hundred thirty- 213,432.00

(\$-----)

Twenty Months (20)

TIME to complete-----

Platte Quarry

Name of Granite Quarry-----

Name of three buildings in which the granite has been used:--

Denver, Colo

Kansas City, Mo.

Brand, name of maker and place of manufacturer of hard plaster to be used:--

Kansas

AMOUNT included in bid for approaches:--

Eight thousand Seven Hundred & Fifty nine

8,759.00

(\$-----)

AMOUNT included in bid for Bronze front doors and frame:--

Twenty nine hundred dollars

2,900.00

(\$-----)

PRICE per cu. yd. for concrete footings:--

7.00

(\$-----)

PRICE per sq. ft. for filling over floor arches:--

8 cents

(\$-----)

PRICE per sq. ft. for granolithic floors in basement:--

23 cts

(\$-----)

PRICE per sq. ft. for granolithic floors above basement:--

23 cts.

(\$-----)

PRICE per sq. ft. for granolithic sidewalks:--

23 cts

(\$-----)

PRICE per cu. ft. for granite facing in place:--	
Three dollars & Twenty-five cts.	(\$ 3.25)
PRICE per cu. ft. for granite steps in place:--	
Four dollars & Twenty Five	(\$ 4.25)
PRICE per lin. ft. for street curbing in place:--	
One dollar	(\$ 1.00)
PRICE per M. for common brick work:--	
Sixteen dollars	(\$ 16.00)
PRICE per sq. ft. for 4" terra cotta partitions in place:--	
Twelve cents	(\$ 12 cts)
PRICE per sq. ft. for 6" terra cotta partitions in place:--	
Sixteen cents	(\$ 16 cts)
PRICE per sq. ft. for terra cotta furring in place:--	
Ten cents	(\$ 10 cts.)
PRICE per sq. yd. for cement plastering:--	
Forty five cents	(\$ 45 cts)
PRICE per sq. yd. for hard plastering on masonry:--	
Twenty six cents	(\$ 26 cts)
PRICE per sq. yd. for hard plastering on metal lath, including the metal lath:--	
Fifty cents	(\$ 50 cts)
PRICE per opening for interior doors, including wood trim, hardware, etc.:--	
Thirty Five Dollars	(\$ 35.00)
PRICE per lin. ft. for marble cornice in corridor:--	
	(\$ -----)
PRICE per sq. ft. for marble wainscoting in place:--	
	(\$ -----)
PRICE per lin. ft. for marble base:--	
	(\$ -----)
PRICE per sq. ft. for terrazzo floors, including marble borders, in place:--	
	(\$ -----)
PRICE per lin. ft. for marble treads:--	
	(\$ -----)
PRICE per sq. ft. for 2" maple floor in place, including Seventeen cents	17 cts.
	(\$ -----)
PRICE per sq. ft. for 1 1/8" maple flooring in place, Ten cents including wood strips:--	10 cts.
	(\$ -----)

Denver, Colorado.

3.

PRICE per sq. ft. for railing on main stairs:--	5.00
----- (\$-----)	
PRICE per sq. ft. for elevator screens:--	2.00
----- (\$-----)	
PRICE per opening for grilles A in place:--	50.00
----- (\$-----)	
PRICE per opening for grilles C in place:--	75.00
----- (\$-----)	
PRICE per opening for grilles "D" in place:--	45.00
----- (\$-----)	
PRICE per opening for folding gates at elevator shafts:--	50.00
----- (\$-----)	
PRICE each for lanterns at main entrance:--	200.00
----- (\$-----)	
PRICE each for lanterns on rear wall:--	50.00
----- (\$-----)	
PRICE each for lamp standards:--	100.00
----- (\$-----)	
PRICE per lb. for ornamental cast iron, electroplated and set in place complete:--	12 cts
----- (\$-----)	
PRICE per lb. for ornamental cast iron (not electroplated) furnished and set in place complete:--	08 cts
----- (\$-----)	
PRICE per lb. for structural steel in place:--	3-1/2 cts
----- (\$-----)	

James A. McGonigle

Signature-----Leavenworth, Kansas.

Address-----

Names of Individual Members of Firm:

Name of Corporation,

Name of President,

Name of Secretary,

Under what law corporation
is organized.

-----J. K. Taylor, 8/12, 1902.-----

Treasury Department
Office of the Secretary
Washington, August 25, 1902.

Mr. James A. McGonigle,
Leavenworth, Kansas.

Sir:

In accordance with the approval of this Department, your proposal, dated August 12, 1902, addressed to the Supervising Architect, the lowest received under advertisement dated June 24, 1902, and opened August 12, 1902, is hereby accepted to furnish all the materials and labor required for the completion (except safety vaults, plumbing, heating apparatus, elevators, electric wiring and conduits) of the U.S. Mint at DENVER, Colorado, in strict accordance with drawings Nos. 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 121, 123, 124, 125, 126, 127, 128, 129, 130, 126-A and M-12, the specification, such other details and models as may be furnished and the instructions of the Superintendent, for the sum of two hundred and thirteen thousand four hundred and thirty-two dollars (\$213,432.00).

One set of the drawings and specification is forwarded you herewith, under separate cover.

It is noted that you have not complied with the specification requirement relative to submitting samples of stone with your bid, therefore you are requested to at once forward such samples to the Supervising Architect for approval.

You are advised that upon the carrying out by you of the specification requirement relative to the submission of the following samples, the requirement that the balance of the samples be submitted within six (6) weeks from the award of the contract, will be waived, and you will be allowed six (6) months in which to submit them, it being understood that in varying the specified time no change is made in the time for the completion of the work.

Cement, Sand, Paving slabs, Aggregate, Belgian block, Common brick, Structural terra cotta, Galvanized iron, Copper, Metal clips, Metal lath, Expanded metal, White lead, Red lead, Linseed oil

The brand of hard plaster which you submit is not known in this office, therefore you are requested to furnish the information relative thereto, including the names of at least six (6) buildings of prominence on which the material has been used for at least two (2) years.

It is understood and agreed that you are required to execute a formal contract with bond in the sum of one hundred and six thousand dollars (\$106,000.), guaranteeing the faithful performance of the work embraced in this acceptance, a form for which is enclosed herewith.

This contract and bond must be executed in strict accordance with the rules printed at the head of the said form and be returned to the Supervising Architect of this Department at once.

You are further required to sign near the signature of the Supervising Architect, the stamped set of said drawings forwarded herewith under separate cover, and return the same immediately for file in that office as the contract drawings mentioned on the second page of that instrument.

It is understood and agreed that the entire work embraced in this acceptance is to be completed within twenty (20) months from the date of the approval of your bond by the Secretary of the Treasury, of which you will be duly advised.

The certified check for four thousand three hundred dollars (\$4,300.) which accompanied your proposal, will be retained until the approval of your bond.

Payments on account of the work will be made as required by the terms of the contract, from the appropriation for MINT BUILDING, DENVER, COLORADO.

Please promptly acknowledge receipt of this letter, a copy of which will be sent to the Superintendent of Construction.

Respectfully,

H.A. TAYLOR,

Assistant Secretary.

INSTRUCTIONS TO BE FOLLOWED IN EXECUTING THE FOLLOWING INSTRUMENTS.

1. The CHRISTIAN NAMES (one or more) must be written in full in the body of the bond.

When the contracting party is a PARTNERSHIP concern, the CONTRACT must be signed with the FIRM NAME, without seal, and the BOND must be signed and sealed by EACH member of the firm. When the contracting party is a CORPORATION, the contract and bond must be signed in the CORPORATE NAME by the duly authorized officer of the corporation; there must be attached to the contract duly authenticated evidence that the officer executing the contract and bond has authority to do so, and that he has been duly elected to such office, and the corporate seal must be affixed to both the contract and bond. In the event that the corporation has no corporate seal, the fact should be shown; and in such case a seal of wax or wafer should be adopted and used for the time being as the seal of the corporation.

2. The bond must be dated; and the bond must be of the same (or subsequent) date as the contract.

3. Each signature must be made in the presence of two persons, who must sign their names as witnesses.

4. There must not be less than two individual sureties; but one corporate surety, duly qualified under the Act of Congress of August 13, 1894, may be accepted as sole surety.

5. Seals of wax or wafer must be attached to the signatures on the bond of the principal and sureties. No seals are required to signatures on contract, except corporate seals.

6. A married woman will not be accepted as surety.

7. The sureties must justify in amounts the aggregate of which will be equal to at least twice the penalty of the bond.

This rule applies to corporate as well as individual sureties; and corporate sureties will also be required to attach to each bond a copy of the last statement of their assets and liabilities, as rendered pursuant to section 4 of the Act of Congress of August 13, 1894.

8. Each surety must make and sign an affidavit of the amount he is worth over and above all debts and liabilities, and such exemptions as may be allowed by law.

9. Sureties, other than corporate sureties, must state under oath that they are not responsible as sureties on any other bond; or, if so liable, the amount of such liability.

10. The affidavits of sureties must be taken and subscribed before an officer authorized to administer oaths generally, who must certify that he administered the oaths. If the affidavits are taken before a clerk of a court of record, a United States commissioner, or a notary public, whose official seal is thereto affixed, or before a judge of a United States court, authority to administer the oaths need not be shown; but if taken before any other officer, or if the official seal of the clerk, United States commissioner, or notary, is not affixed, the authority to administer the oaths and the official character of the officer must be duly certified.

11. A judge or clerk of a court of record, a United States attorney, or a United States commissioner, must certify that the sureties are sufficient to pay the penalty of the bond; and, except in the case of a judge of the United States courts or a United States attorney, if the person certifying has no seal, his official character must be duly certified. The foregoing does not apply to corporate sureties who have complied with rule 7 hereof.

12. The residence of principal and sureties must be distinctly stated.

13. The bond must have attached thereto a documentary stamp or stamps, to the value of 50 cents, duly canceled, as required by the provisions of the Act of Congress approved June 13, 1898, and, in case of CORPORATE sureties, additional documentary stamps must be affixed and duly canceled, in an amount equal to one-half of 1 cent on each dollar or fractional part thereof of the premium charged on said bond.

SURETY COMPANIES are also required to state the AMOUNT OF THE PREMIUM charged and the TERM for which same runs.

14. In every case where a certificate is required of the official character of the person before whom affidavits were made, a documentary internal-revenue stamp must be affixed thereto, duly canceled, equal to the sum of 10 cents for each certificate.

15. All erasures and interlinations in contract or bond must be noted above the signatures of the witnesses as having been made before the execution thereof.

CONTRACT

BETWEEN THE

UNITED STATES OF AMERICA

AND

JAMES A. McGonigle.

Whereas, By advertisement, duly made and published according to law, proposals were asked for furnishing all of the labor and materials for the work herein provided for; and

Whereas, The proposal of James A. McGonigle furnished in response thereto, was duly accepted, as hereinafter stated, on condition that he execute a contract in accordance with the terms of said bid.

Now, therefore, this agreement, made and entered into by and between L. M. SHAW Secretary of the Treasury, for and in behalf of the United States of America, of the first part, and

James A. McGonigle, of Leavenworth, Kan.,

of the second part.

Witnesseth: That the party of the second part for the consideration hereinafter mentioned, covenants and agrees to and with the party of the first part to furnish all of the labor and materials and do and perform all the work required for the completion (except safety vaults, plumbing, heating apparatus, elevators, electric wiring and conduits) of the New Mint at Denver, Colo.,

in strict and full accordance with the requirements of drawings numbered 100, 102, 103, 104, 105, 106, 107, 108, 109, 110,

111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 126-A,

12; such models

1 and such other detail drawings as may be furnished to the party of the second part by the Supervising Architect of the United States
2 Treasury Department; the advertisement for proposals, dated **June 24 1902** _____; the specification for the work;
3 the proposal dated **August 12 1902** _____, addressed to the said Supervising Architect by the said party of the
4 second part; and letter dated **August 25 1902.** _____, addressed to the said party of the second part by
5 **H A TAYLOR, Assistant** _____ Secretary of the Treasury, accepting said proposal;
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12 a true and correct copy of each of which said papers is attached hereto and forms a part of this contract; and which said numbered
13 drawings, bearing the signature of the said Supervising Architect and the signature of the said party of the second part, are on file in
14 the Office of the Supervising Architect of the United States Treasury Department, and are hereby made part of this contract.

15 And the said party of the second part further covenants and agrees that the work herein agreed to be performed shall be
16 commenced promptly upon receipt of notice of the approval of the bond hereto attached, and will carry on the same in such order and
17 at such times and seasons, and with such force as shall from time to time be directed or prescribed by the Supervising Architect or his
18 representative, and will complete the same in all its parts within **twenty months** _____
19 from the date of the approval of said bond hereto attached; that all materials used shall be of the very best quality of their respective
20 kinds; that all the work performed shall be executed in the most skillful and workmanlike manner, and that both the materials
21 used and the work performed shall be in every respect to the entire and complete satisfaction of the Supervising Architect.

22 And the said party of the second part expressly covenants and agrees that the bond
23 hereto attached shall be security, also, for the satisfactory performance and fulfil-
24 ment of all the guarantees set forth ⁱⁿ or required by said specification.
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33 It is expressly covenanted and agreed by and between the parties hereto that time is and shall be considered as of the essence of
34 the contract on the part of the party of the second part, and in the event that the said party of the second part shall fail in the due
35 performance of the entire work to be performed under this contract, by and at the time herein mentioned or referred to, the said party
36 of the second part shall pay unto the party of the first part, as and for liquidated damages, and not as a penalty, the sum of
37 **fifty** _____ dollars, for each and every day the said party of the second part shall be in default, which said
38 sum of **fifty** _____ dollars per day, in view of the difficulty of estimating such damages with exactness, is
39 hereby expressly fixed, estimated, computed, determined, and agreed upon as the damages which will be suffered by the party of the
40 first part by reason of such default, and it is understood and agreed by the parties to this contract that the liquidated damages
41 hereinbefore mentioned are in lieu of the actual damages arising from such breach of this contract; which said sum the said party of the
42 first part shall have the right to deduct from any moneys in its hands otherwise due, or to become due, to the said party of the second
43 part, or to sue for and recover compensation or damages for the nonperformance of this contract at the time or times herein stipulated
44 or provided for.

45 The party of the second part further covenants and agrees to hold and save the United States, its officers, agents, servants, and
46 employees, harmless from and against all and every demand, or demands, of any nature or kind, for, or on account of, the use of any
47 patented invention, article, or appliance, included in the materials hereby agreed to be furnished under this contract.

48 It is further covenanted and agreed by and between the parties hereto that the said party of the second part will, without expense
49 to the United States, comply with all the municipal building ordinances and regulations, in so far as the same are binding upon the
50 United States, and obtain all required licenses and permits, and be responsible for all damages to person or property which may occur
51 in connection with the prosecution of the work; that all work called for by the drawings and specifications, though every item be not

1 particularly shown on the first or mentioned in the second, shall be executed and performed as though such work were particularly
2 shown and mentioned in each, respectively, unless otherwise specifically provided; that all materials and work furnished shall be
3 subject to the approval of the said Supervising Architect; and that said party of the second part shall be responsible for the proper
4 care and protection of all materials delivered and work performed by him until the completion and final acceptance of same.

5 It is further covenanted and agreed by and between the parties hereto that the said party of the second part will make any
6 omissions from, additions to, or changes in, the work or materials herein provided for whenever required by said party of the first
7 part; the valuation of such work and materials to be determined on the basis of the contract unit of value of material and work
8 referred to; or, in the absence of such unit of value, on prevailing market rates; which market rates, in case of dispute, are to be
9 determined by the said Supervising Architect, whose decision with reference thereto shall be binding upon both parties; and that no
10 claim for damages, on account of such changes or for anticipated profits, shall be made or allowed.

11 It is further covenanted and agreed that no claim for compensation for any extra materials or work is to be made or allowed,
12 unless the same be specifically agreed upon in writing or directed in writing by the party of the first part; and that no addition to,
13 omission from, or changes in the work or materials herein specifically provided for shall make void or affect the other provisions or
14 covenants of this contract, but the difference in the cost thereby occasioned, as the case may be, shall be added to or deducted from the
15 amount of the contract; and, in the absence of an express agreement or provision to the contrary, no addition to, or omission from, or
16 changes in the work or materials herein specifically provided for shall be construed to extend the time fixed herein for the final
17 completion of the work.

18 It is further covenanted and agreed by and between the parties hereto that all materials furnished and work done under this
19 contract shall be subject to the inspection of the Supervising Architect, the superintendent of the building, and of other inspectors
20 appointed by the said party of the first part, with the right to reject any and all work or material not in accordance with this contract;
21 and the decision of said Supervising Architect as to quality and quantity shall be final. And it is further covenanted and agreed by
22 and between the parties hereto that said party of the second part will without expense to the United States, within a reasonable time
23 to be specified by the Supervising Architect, remedy or remove any defective or unsatisfactory material or work; and that, in the
24 event of the failure of the party of the second part immediately to proceed and faithfully continue so to do, said party of the first part
25 may have the same done and charge the cost thereof to the account of said party of the second part.

26 It is further covenanted and agreed by and between the parties hereto that until final inspection and acceptance of, and payment
27 for, all of the material and work herein provided for, no prior inspection, payment, or act is to be construed as a waiver of the right of
28 the party of the first part to reject any defective work or material or to require the fulfillment of any of the terms of the contract.

29 It is further covenanted and agreed that the party of the first part shall have the right to require that any particular portion of
30 the work herein provided for shall be completed within such time as may be hereafter definitely specified by the said party of the first
31 part in written notice to the said party of the second part; and that should the said party of the second part fail to complete such
32 particular portion of the work within the time so specified, or fail to complete the entire work contemplated by this contract within the
33 time or times herein stipulated or provided for; or fail to prosecute said work with such diligence as in the judgment of the party of
34 the first part will insure the completion of the said work within the time hereinbefore provided, the said party of the first part may
35 withhold all payments for work in place until final completion and acceptance of same, and is authorized and empowered, after eight
36 days' due notice thereof in writing, served personally upon or left at the shop, office, or usual place of abode, or with the agent,
37 of the said party of the second part, and the said party of the second part having failed to take such action within the said eight days
38 as will, in the judgment of the said party of the first part, remedy the default for which said notice was given, to take possession of the
39 said work in whole or in part and of all machinery and tools employed thereon and all materials belonging to the said party of the
40 second part delivered on the site, and, at the expense of said party of the second part, to complete or have completed the said work, and
41 to supply or have supplied the labor, materials, and tools, of whatever character necessary to be purchased or supplied by reason of the
42 default of the said party of the second part; in which event the said party of the second part shall be further liable for any damage
43 incurred through such default and any and all other breaches of this contract.

44 It is further covenanted and agreed that the said party of the first part shall have the right of suspending the whole or any part
45 of the work herein contracted to be done, whenever, in the opinion of the Supervising Architect, it may be necessary for the purposes
46 or advantage of the work, and upon such occasion or occasions the said party of the second part shall, without expense to the United
47 States, properly cover over, secure, and protect such of the work as may be liable to sustain injury from the weather, or otherwise;
48 provided that for all such suspensions and other delays caused by the said party of the first part the party of the second part shall be
49 allowed one day additional to the time herein stated, for each and every day of such delay so caused, in the completion of the contract,
50 the same to be ascertained by the Supervising Architect; provided, that no claim shall be made or allowed to the said party of the
51 second part for any damages which may arise out of any delay caused by the said party of the first part.

1 And the said party of the first part, acting for and in behalf of the United States, covenants and agrees to pay, or cause to be
2 paid, unto the said party of the second part, or to him heirs, executors, administrators, or successors, in lawful money of the
3 United States, in consideration of the herein-recited covenants and agreements made by the party of the second part, the sum of
4 Two hundred thirteen thousand four hundred thirty-two (213,432) dollars; such payment
5 to be made in the manner prescribed by paragraph "Payments" on page 3 of said specifi-
6 cation, and all of the retained percentages of such price shall be

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16 And the party of the first part covenants and agrees that payments will be made in the following manner, viz, ninety per cent
17 of the value of the work executed and actually in place, to the satisfaction of the party of the first part, will be paid from time to time
18 as the work progresses (the said value to be ascertained by the party of the first part), and ten per cent thereof will be retained until
19 the completion of the entire work, and the approval and acceptance of the same by the party of the first part, which amount shall be
20 forfeited by said party of the second part in the event of the nonfulfillment of this contract; it being expressly covenanted and agreed
21 that said forfeiture shall not relieve the party of the second part from liability to the party of the first part for any and all damages
22 sustained by reason of any breach of this contract; provided, however, that no payment hereunder shall be due to the said party of the
23 second part until every part of the work to the point of advancement reached—on account of which payment is claimed—shall be found
24 to be satisfactorily supplied and executed in every particular and any and all defects therein remedied to the entire satisfaction of the
25 said party of the ~~second part~~ first part.

26 It is an express condition of this contract that no Member of Congress, or other person whose name is not at this time disclosed,
27 shall be admitted to any share in this contract, or to any benefit to arise therefrom; and it is further covenanted and agreed that this
28 contract shall not be assigned.

29 In witness whereof, The parties hereto have hereunto subscribed their names this

30 25th day of August A.D. 1902.

31
32 The erasure in lines 18, 17, 18 and 19, and the change in line 25, on this
33 page, were made before the execution hereof.
34
35
36
37

We hereby certify that this contract and bond have been correctly prepared
and compared:

L. H. Blanton
Acting Chief of the Law and Records Division.

James C. Plant
Chief of the Computer's Division.

Witnesses to the signature of the Contractor:

E. S. McCrum

Edward A. McConigle

L. M. Shaw
Secretary of the Treasury.

S. KEMPER T

James A. McConigle
Contractor.

NOTE.—Read rules carefully before executing.

BOND.

Know all men by these presents, That we James A. McGonigle

of the City of Leavenworth, County of Leavenworth and
State of Kansas, principal, and The United States Fidelity & Guaranty
Company a corporation created and existing under the Laws of the State of Maryland

of the City of _____, County of _____ and
State of _____, and
of the City of _____, County of _____ and
State of _____, surety, are held and firmly bound unto the United States of America in
the sum of One hundred six thousand dollars (\$106,000.) lawful
money of the United States, for the payment of which, well and truly to be made to the United States, we bind ourselves, our heirs,
executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

Sealed with our seals and dated this 2d day of September A D 1902.

The condition of the above obligation is such, That whereas the said James A. McGonigle has

entered into a certain contract, hereto attached, with

L. M. CHAW, Secretary of the Treasury, acting for and in behalf of the United States,

bearing date the 25th day of August A D 1902 : Now, if the said James A. McGonigle

shall well and truly fulfill all the covenants and conditions of said contract, and shall perform all the undertakings therein stipulated by
him to be performed, and shall well and truly comply with and fulfill the conditions of, and perform all of the work and furnish all
the labor and materials required by, any and all changes in, or additions to, or omissions from, said contract which may hereafter be made,
and shall perform all the undertakings stipulated by him to be performed in any and all such changes in, or additions thereto, notice
thereof to the said surety being hereby waived, and shall promptly make payment to all persons supplying him labor or materials
in the prosecution of the work contemplated by said contract, then this obligation to be void; otherwise to remain in full force and virtue.

In testimony whereof, The said James A. McGonigle

_____, principal, and The United States Fidelity
& Guaranty Company

and _____, surety,

have hereunto subscribed their hands and affixed their seals the day first above written.

Signed, sealed, and delivered in presence of—

R. S. McCrum

James A. McGonigle SEAL

Edward A. McGonigle

Joseph R. Nicholson

The United States Fidelity & Guaranty Company SEAL

Edw. J. Penniman 2d Vice President SEAL

H. V. D. Johns 2d Asst. Secretary. SEAL

Authority to execute, etc., attached to original.

CERTIFIED COPY.

No. 1345 A.

CONTRACT OF

James A. McGonigle

Of Leavenworth, Kan.

For Completion (except)

For U. S. Mint (New)

At DENVER, COLO

Dated Aug 25 1902

Amount, \$ 213,432.

Treasury Department,

OFFICE OF THE SUPERVISING ARCHITECT.

Sept 4 1902

Respectfully referred to the Solicitor of the Treasury
for examination and indorsement.

J A Sutherland

WFF

Acting Chief Executive Officer.

Department of Justice,

OFFICE OF THE SOLICITOR OF THE TREASURY.

Sept 4th 1902

I have examined the within instruments as to form
and execution, and in these respects they are approved
when the contract is duly executed on behalf of the
United States.

F A RUELVE

Assistant Solicitor of the Treasury.

CC

Treasury Department,

OFFICE OF THE SECRETARY.

Sep. 4 1902.

The within bond is hereby approved.

O. L. Spaulding

Acting Secretary.

C. KAUFER T

Treasury Department,

OFFICE SUPERVISING ARCHITECT

Sept 6 1902

I hereby certify that the within papers are true and
correct copies of the originals on file in this Depart-
ment.

J A Sutherland
Acting Chief Executive Officer.
WFF

